

Nature Engagement Officer

Hours: 37.50 hours per week

Salary: £35,565.40 FTE

Location: Throughout Birmingham but with a targeted focus on Balsall Heath, Bordesley & Highgate and Nechells.

BOSF does not have an office so all preparation work for visits will need to be done from home. For the purposes of travel expenses, our registered address of The School of Horticulture, Kings Heath Park, will be used

Reports to: BOSF Operations Director

Contract: 12-month fixed term (with potential for extension, subject to funding)

Job Purpose To design and deliver inclusive and inspiring events and activities that encourage individuals and communities across Birmingham to connect with their local parks and green spaces, and in doing so, establish a sense of custodianship over such spaces.

The role will focus on nurturing a love of nature, increasing awareness of the personal and community benefits of green space volunteering, and supporting individuals to build confidence, skills and networks. Over time, the postholder will guide emerging volunteers towards forming more structured and sustainable volunteer groups with a sense of custodianship for their local spaces and facilitate their integration into the Birmingham Open Spaces Forum network.

Key Responsibilities

- Design and deliver a regular programme of inclusive, accessible events and activities in parks and green spaces across Birmingham to engage local residents and inspire interest in nature and outdoor volunteering.
- Develop outreach strategies to connect with new communities and increase visibility of BOSF's work.
- Build relationships with individuals and informal groups who could use local green spaces encouraging them to explore how they can get involved in improving and caring for these spaces.
- Actively promote the personal, social, and environmental benefits of green space volunteering.
- Help informal or emerging groups of volunteers to organise, communicate effectively, and begin working together with a shared sense of purpose.
- Provide support, advice, and signposting to help these groups formalise their structure and join the BOSF network.
- Provide practical support and basic training to build skills and confidence among new volunteers (e.g. running events liaising with the council, safety and risk management).
- Encourage peer to peer learning and knowledge sharing between established and emerging groups.
- Collaborate with Birmingham City Council, friends groups, local organisations, and other stakeholders to ensure joined up support for community engagement in green spaces.
- Represent BOSF at community meetings and forums where appropriate.
- Keep accurate records of events, participation, volunteer engagement, and group development progress.
- Collect feedback and stories to evaluate impact and inform future planning and reporting.
- To promote events and opportunities in collaboration with BOSF colleagues.

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Person Specification

Essential Criteria:

Experience & Knowledge

- Experience of planning and delivering community events or engagement activities, ideally in an outdoor or environmental setting.
- Experience of working with volunteers or community groups, especially in supporting people to take on new roles or responsibilities.
- Understanding of the benefits of access to green spaces for health, well-being, and community cohesion.
- Knowledge of the barriers that can prevent people from getting involved in community or environmental activities, particularly in diverse urban settings.

Skills & Abilities

- Strong interpersonal and communication skills, with the ability to build trust and rapport with individuals from a wide range of backgrounds.
- Ability to motivate and inspire people, including those with little or no previous volunteering experience.
- Organisational skills to plan and deliver multiple events and projects concurrently.
- Ability to work independently, take initiative, and manage time and priorities effectively.
- Confident in maintaining basic records and monitoring outcomes EG attendance data, feedback, case studies.

Values & Approach

- Commitment to inclusion, equality, and community empowerment.
- Passion for nature, the environment, and the role of green spaces in urban life.
- Flexible and adaptable approach to working, including occasional evenings and weekends.

Other requirements

- A willingness and ability to travel across Birmingham.
- A driving licence and access to a car.
- An enhanced DBZ check or willingness to obtain one.
- Ability to work some evenings and weekends as required by the needs of the communities you are working with and organisational needs.

Desirable Criteria:

- Experience supporting the development or formalisation of community or volunteer groups.
- Knowledge of Birmingham's parks, green spaces and local communities.
- Practical skills relevant to working in green spaces EG nature education, basic conservation task, health and safety.
- Experience working in or with, small charities or grassroots organisations.
- First Aid awareness
- An understanding of safeguarding protocols.