

PERSON SPECIFICATION

Job title: Communities Outreach Officer - Heathlands Reunited

Directorate: Countryside Policy and Management

Requirements & Criteria	Essential/ Desirable	Criteria marked with a star will be assessed from your application form. Please see below for further details
Knowledge/Experience		
Knowledge and experience of working in a community engagement role.	E	★
Experience of engagement with hard to reach groups.	E	★
Experience and knowledge of working with volunteers.	E	★
Experience of developing and delivering events and activities in community settings.	E	★
Have experience or knowledge of issue relating to inclusion & diversity.	D	
Understanding of the ethos of National Parks	D	
Education/Qualifications		
Educated to undergraduate level, ideally in a related subject such as the arts and community – candidates without degrees but a higher level of vocational experience will be considered.	E	★
Full Cat B (Car) driving licence.	E	★
Completed a qualification or training in inclusion & diversity.	D	
Skills/Abilities		
Ability to think creatively, consult and implement an idea to meet an objective.	D	
Confidence to engage directly with people and groups to encourage and motivate them to participate in activities and events.	D	★
Ability to work collaboratively with small teams to deadlines in a busy environment.	D	
Able to build relationships and network with a wide range of stakeholders, including statutory and voluntary and community organisations,	D	★
Financially aware with the ability to plan within a budget	D	
IT skills with proficiency in Microsoft Office.	E	
Good written and verbal communication and presentations skills.	E	

Completing your application form – Those criteria marked with a star ★ above will be assessed from your application form and will determine which candidates are shortlisted for interview. You are advised to ensure that you demonstrate on your application form how you meet each of these criteria, giving details of your qualifications and examples of specific experience.