

The Warriner School Farm

Education Officer: Job Description

The directors and LGBs are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced Disclosure and Barring Service (DBS) check will be carried out for the successful candidate.

Job Information	
Reporting to	Farm Manager
Grade	Grade 7 Points 13-17
Salary	£26,873 (full time equivalent), £18,520 actual salary)
Hours /Weeks	25.5 hrs per week (Wednesday – Friday 8am – 5pm with 30 minute lunch) 52 weeks per year plus expectation to work occasional weekends

General information:

The post holder will report to the Farm Manager and work closely with the Farm Education Coordinator.

Main duties and responsibilities:

1. Farm

- As the need arises to assist the Farm Manager and assistant Farm Manager in the running of the farm.
- To support the supervision of pupils during lunch times.
- To assist teaching staff in the supervision of students studying towards farm-based outcomes and the delivery of small group activities for identified students.
- To assist and work closely with the education coordinator on the organisation of fund-raising events.

2. Outreach Programme

- To deliver our Forest Schools Programme & maintain the equipment.
- To prepare and deliver outreach visits relating to the farm and the rural environment for clients ranging from pre-school to adult groups.
- To prepare and deliver bespoke workshops relating to the farm and the rural environment as clients request both at the Farm and at the clients site. Including visits from time to time outside of the school day: youth groups, weekend visits, play schools.
- To assist Farm Education Coordinator deliver teachers' workshops on the use of the farm and associated crafts.
- To assist with the delivery of individualised teaching packages for pupils outside the conventional curriculum.
- To maintain and develop the physical resources needed to deliver the Farm's Outreach programme.

3. School

- Comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Contribute to the overall ethos/work/aims of the school and farm. Attend and participate in relevant meetings as required. Participate in training and other learning activities and performance development as required.
- Recognise own strengths and areas of expertise, and use these to advise and support others.

As an employee you have legal duties which include:

1. Taking reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
2. Co-operating with your employer on health and safety,
3. Correctly using work items provided by your employer, including personal protective equipment, in accordance with training or instructions, and
4. Not interfering with or misusing anything provided for your health, safety and welfare.

All schools within the Warriner Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to pre-employment checks including an enhanced DBS check and satisfactory references. Please be aware that, we may carry out an online search, on shortlisted candidates only, in line with Keeping Children Safe in Education in order to identify any incidents or concerns which are publicly available online. The Warriner Multi Academy Trust is an equal opportunities employer. It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children. This post is exempt from the Rehabilitation of Offenders Act (1974).



The Warriner Multi Academy Trust



Education Officer: Person Specification

Attributes	Essential	Desirable	Method used to gather information (A – Application form I – Interview T – Test P – Presentation)
Qualifications			
First Aid qualification	*		A
Forest School Leader qualification	*		A
Trainer qualification	*		A
Work or relevant experience			
Relevant experience of delivering rural education	*		A
Relevant experience learning outside the classroom	*		A
Relevant experience of Forest School	*		A

Ability to plan and organise effectively	*		I
Ability to work in large or small groups or an individual pupil	*		I
Knowledge and understanding			
An understanding of school based education including child development		*	I
Knowledge of the national curriculum including Literacy and Numeracy strategies		*	I
Experience of working with outside agencies		*	A
Skills and Abilities (relevant to post)			
Good communication skills and ability to relate well to children, staff and parents	*		I
Evidence of working well as part of a team	*		A
ICT and the willingness to update skills and undertake further training	*		I
Practical outdoor skills	*		A

Driving licence and use of own car	*		I
Personal Qualities			
Ability to bring initiative, enthusiasm, and commitment to the role	*		I
Flexibility and reliability	*		I
Willingness to develop skills with further training	*		I