



JOB DESCRIPTION – Forest School Leader

This organisation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Background checks and an enhanced DBS will be required.

Place of Work: Marble Hill Park, Twickenham and The Wilderness Hampton Wick

Hours: 28 per week term time including planning time and 14 days a year in holidays for summer camps

Salary £24,000 pro rata

Reports to: Founding Director

Areas of Responsibility and Key Tasks

- To plan, develop and establish a Forest School program with support from assistants as appropriate
- To plan, prepare and deliver a range of Forest School sessions, including pre school forest school, primary age after school and holiday forest school sessions, parent and child nature groups.
- To arrange the staffing rota for all Forest School and to be the main point of contact in case of staff illness or absence.
- To support apprentices in their learning in conjunction with the Founding Director
- To liaise with participants prior to sessions to ensure all additional needs are met including medication needs or additional staffing requirements

- To liaise with schools and English Heritage staff regarding upcoming dates for bookings,
- Ensure Health & Safety requirements are met, including daily site checks and Risk Benefit Assessments which are checked and updated at least termly.
- To keep an accurate register of attendees
- To supervise and support participants with varying needs while delivering sessions and feedback to parents where required to ensure needs are continuing to be met.
- To create and maintain an engaging, fun and supportive environment, demonstrating flexibility in planning and running sessions in response to varying/changing needs of children
- To ensure that all sessions are well prepared and risk assessed.
- To ensure that onsite equipment is maintained well, stored securely.
- To be aware of and comply with all Brilliant Play CiC Policies and Procedures.
- To participate in training and other learning activities/meetings as required.
- To administer basic first aid as the need arises.
- To observe confidentiality at all times.
- To undertake other duties reasonably requested by the Founding Director

Person Specification

Qualifications: Forest School Level 3 qualification including up to date First Aid qualification

Experience

- Recent and significant experience in leading Forest School/outdoor education sessions with children of a range of ages.
- Proven ability to plan and deliver play / environmental education based activities to a wide age range of children.

Skills and Abilities

- Excellent verbal, communication and interpersonal skills in order to communicate effectively with carers, children, families and colleagues
- Ability to work effectively on own initiative as well as within a team
- Ability to build relationships and promote change
- Excellent inter-personal skills and the ability to work with different groups of staff, teachers, carers.
- A flexible and proactive work ethic and a positive attitude



- Skilled and knowledgeable in a range of age-appropriate outdoor play based activities including games and crafts, and able to share skills in line with good practice, policies and procedure

Personal Qualities

- Enjoy working with children (primary and secondary age) from a range of backgrounds and commitment to supporting their physical, social and emotional development through forest school activities
- Commitment to continued professional and personal development
- Professional credibility & Commitment to equal opportunities and valuing diversity
- Demonstrate a commitment to supervision and reflective practice
- Punctual and organised (can organise own work load and that of support staff/volunteers)