

## **Job Description**

### **Head of Community Organising**

**Hours of work:** 35 hours per week (flexible in how worked)

**Type of contract:** Permanent

**Based at:** The Lodge, Oxford with travel across our counties required. Hybrid working available.

**Croner rank:** 3

### **Job Purpose**

To lead and drive an inclusive and dynamic community organising model to promote sustainable community led action for nature.

### **Reporting Line**

The post holder reports to the Community Engagement Director

### **Line Management**

Line management responsibility for Nature and Wellbeing Project Officer and two additional roles (yet to be appointed to)

### **Key Responsibilities**

- Build, develop, nurture, and maintain authentic strategic relationships and influence with diverse communities, key community organisations and partners
- Lead development of partnerships and projects to promote sustainable and inclusive community-centric action for nature's recovery
- Develop and embed a comprehensive impact-driven evaluation model for our community organising activity
- Lead, coach and manage a proactive and motivated community organising team to ensure that a collaborative and community-guided approach is promoted
- Work across all teams to instil a community organising approach in BBOWT's people focussed activity
- Any other duties as delegated by line manager/ Chief Executive

### **Person Specification**

- In-depth skills and knowledge of creating and leading successful innovative community organising initiatives and people-focussed projects
- Solid experience of collaborative working within charity and/or volunteering sector
- Practical and creative problem solver
- Demonstrable record of achievement in a leadership role at senior management level within an organisation of comparable size, scope and complexity
- Knowledge and understanding of community organising best practice, policy and innovation
- Experience of effectively developing high performing teams whilst instilling a strong sense of accountability and empowerment
- Open, self-assured and cooperative
- Able and willing to challenge constructively and receive challenge, working effectively at senior levels internally and externally
- Proficient in use of MS Office functions such as Word and Outlook and advanced Excel
- Ability and willingness to demonstrate the BBOWT behaviours and values
- Current UK valid car driving licence

### **Measurements Of Success**

- Achievement and evaluation of community organising strategy outcomes
- Significant uplift in number of deeper relationships formed with community-based organisations

- Creation of a pipeline of inspirational stories of impact across diverse communities
- A well-motivated community organising team
- Feedback from community partners