**Woodland Wellbeing Leader Role Description**

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| **Job Title:** | Woodland Wellbeing Activity leader |
| **Contractor:** | Small Woods Association, registered charity 1081874 |
| **Salary:** | £20 per hour for leader, £15 per hour as assistant |
| **Hours of Work:** | Contracted hours per week as agreed with Coed Lleol. Usually one weekly activity group lasting 2-3 hours plus all preparation and administration associated with that. Total of 6 hours per session for the leader and 3-4 hours per session for the assistant.  Working hours outside the client contact time are flexible but you will need to be available for meetings and events on particular days. |
| **Responsible to:** | Project Officer for the local area and Regional Coordinator |
| **Responsible for:** | Participants, support workers, woodland assistant (if relevant) and volunteers involved in woodland activities. |
| **Job Purpose:**   1. **To aid the health and wellbeing of people in two target groups; those with mental and physical health issues; as well as families with young children who don’t normally access the outdoors, through delivering woodland based activity programmes.** 2. **To share information about exit routes for participants to access further - volunteering, employment, education, training or activities (group or individual)** 3. **To assist the mentor with research and data collection through recording information from participants.** | |
| **Main Duties and Responsibilities:**   1. Running excellent sessions in woodlands, which support and improve participants health and wellbeing. 2. Planning and keeping records of sessions, to make available for Coed Lleol staff. 3. Health and safety responsibilities: Carrying out activity risk assessments and assisting with site risk assessments, having a current DBS registration and first aid certification. 4. Understanding and responding to the needs of people with chronic health conditions, and/ or families with young children (depending on the focus of your group). 5. Gathering information from participants, as required for registration, research and monitoring purposes, in conjunction with the woodland mentor 6. Supporting sustainability of the project by building the capacity of others; e.g. by involving and supporting volunteers. 7. Continual professional development; developing your skills and practices as a woodland activity leader. 8. Adhering to Small Woods policies and procedures. | |

**Person specification:**

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| **Essential** | **Desirable** |
| Previous experience of working in a similar project environment | Prior experience of designing & running outdoor woodland-based activities for adults (and/or families), or other outdoor health programmes |
| Enthusiasm for health and well-being in the outdoors | Prior knowledge of woodlands and woodland management, prior knowledge of the target groups (e.g. people with health conditions or mental health issues) |
| Enthusiasm for woodlands and people | A relevant professional qualification |
| Ability to use email and the internet and to keep records electronically. | Current driving licence and own car insured for work use |
| Understanding of health and safety requirements and risk assessments. | Welsh speaker or learner |
| Willingness to work with volunteers and build capacity to enable activities to carry on after the end of the programme. | Prior experience of managing volunteers |
| Current first aid certification (First Aid at Work or Outdoor First Aid) and current DBS registration. | Understanding of healthy eating, and willingness to incorporate this into sessions. |
| Commitment to bilingual policy, and willingness to incorporate Welsh into sessions where possible. |  |