



Community Organising Trainee (x1)

Role Description

Hours of work: 2 days per week, Tuesday and Wednesday, 9am – 5pm. A commitment of 6 months is required. Based at Warwick House, High Street, Llandrindod Wells, LD1 6AG.

Timescale

Interview date: within 2 weeks from the application

When you will be asked to start within 4 weeks from the interview

Terms and conditions

Role Title:	Community Organising Trainee
Responsible to:	Stand for Nature Wales Community Officer & Community Organising Manager
Responsible for:	Assisting other trainees and volunteers.
Role Purpose:	Help deliver the Nextdoor Nature and Stand for Nature Wales Projects in Radnorshire. You will support the Community Organising Manager and Officer to build relationships with local people, organise events and support groups to improve spaces for people and nature. You will also take part in practical outdoor work, wildlife surveys & monitoring, campaigning, and advocacy.
Office base:	Warwick House, Llandrindod Wells, Powys – RWT main Office We can only cover maximum of £100/ month of the mileage claims from your office base to other sites to work. Milage claims will be paid at the volunteer rate, which is 30p per mile.
Opportunity:	15 hours per week for 6 months. Some evening and weekend work will be required, and a 'time-off-in-lieu' system will be used to cover this.
Salary:	Volunteer position
Benefits:	£200 to cover accredited training
Traineeship period:	Six months
Eligibility:	You must be 16 – 24 years old to qualify for this program

What sorts of tasks and activities will I be doing?
For most of the time you will support the Nextdoor Nature team to build relationships with local people, organise events and train and support groups to improve spaces for both people and nature. For the rest of the time, you will also help the Stand for Nature Wales team deliver this Wales-wide project which aims to empower young people aged 9-24 to take action to tackle climate change and help get nature into recovery.
How will my role fit in with the RWT's work?
One of our strategic goals for 2030 is that one in four people take action for nature. Through your role you will help connect and inspire Radnorshire's communities. By taking part in this traineeship, you will be helping not only deliver two very exciting projects but be part of our work to secure a better future for the local communities and wildlife. Also, during and after this traineeship you will represent RWT as an ambassador of the Stand for Nature Wales Project & Nextdoor Nature Project.
Who will I be volunteering with?
You will be part of a dynamic and motivated team, with opportunities to work with our current staff of 20. RWT has recently trebled in size and has several exciting projects running. We have a history of training and developing trainees and staff through our previous programme and posts. You will report to a dedicated mentor (Silvia Cojocar – Stand for Nature Wales Community Officer), who will support you, monitor your progress and help with personal development throughout your placement.
Where will I be based?
You will be based at RWT's main office – Warwick House, High Street, Llandrindod Wells, LD1 6AG, but will also travel to various communities within Radnorshire. Travel from the office to various parts of the vice-county will be arranged in advance.
How much time will be expected to give?
You will have to be available for 2 days a week for 6 months. The days for your traineeship will be Tuesday and Wednesday. On a normal day you will start at 9:00 and finish at 5:00, although this might vary sometimes. Some evening and weekend work will be required, and a 'time-off-in-lieu' system will be used to cover this.
What's in for me?
If you're enthusiastic, energetic, and determined to get into a paid role in community organising this could be a perfect first step for you. You will benefit from a substantial amount of training and plenty of active experience, learning from our experienced, professional employees and volunteers how and why we do things. Our training programme is specifically geared to giving you a wide range of employer-valued skills, depending on availability and what is best suited to your career plans. <ul style="list-style-type: none"> • Personal training budget (£200) to attend external courses approved by your mentor (e.g. First Aid) • Learn and gain experience in community organising and working with communities. • Gain experience in working with volunteers. • Learn and gain experience in developing and carry out listening exercises and support and empower community change. • Improve species identification skills and learn how to undertake a variety of wildlife and habitat surveys. • Improve skills and knowledge in practical work, and tool use. • Gain experience in digital marketing, campaigns, and advocacy. • Develop good IT skills. • Learn about the wildlife and ecology of Radnorshire and Wales. Your development and the type of experience you gain will be led by you. On top of that, you'll benefit from being in a dynamic and motivated team, meeting other trainees, employees, and volunteers. You'll get to see how a conservation organisation works, giving you the chance to build a network of contacts and develop communication and team-working skills that are important to your future career.
Will I be able to claim expenses?
We can only cover maximum of £100/ month of the mileage claims from your office base to other sites to work. Mileage claims will be paid at the volunteer rate, which is 30p per mile.
What skills, experience and attributes do I need?
What's most important is that you should have a desire to get involved and learn all you can. You'll need to have a keen interest in UK wildlife conservation, a good level of physical fitness, and be willing to supervise volunteers. Relevant volunteering or work experience is desirable.

The table below gives some more details about the experience and skills we are looking for.

	Essential	Desirable
To be aged between 16-24	✓	
Enthusiasm for outdoor work, nature, and local community action	✓	
Have good communication skills, both written and oral.	✓	
Be confident talking to people from different backgrounds	✓	
Have the ability to work on their own initiative as well as co-operate as part of a team.	✓	
Be approachable, friendly and behave appropriately when dealing with members of the public and stakeholders.	✓	
Mature/ flexible approach to work	✓	
A willingness to learn, develop and undertake training	✓	
Willingness to work outdoors on a range of sites and locations, in all-weather*	✓	
Ability to plan and organise time, to be punctual and reliable.	✓	
Able to carry out practical tasks on day-to-day basis*		✓
Previous experience in volunteering, outdoor practical work or working with young people and communities		✓
Familiarity with safe working practices.		✓
Ability to speak Welsh		✓
Be computer literate – proficient in Word/Excel/Publisher/Outlook & social media		✓
Local knowledge of communities in Radnorshire		✓
Have knowledge of the Wildlife Trust movement		✓

***Please note:** Please, do get in touch if you have a disability or physical limitations as we are happy to discuss how we can accommodate you and adapt the role to suit your needs where possible.

Other information

Unfortunately for this traineeship we are unable to provide accommodation.

A DBS check at enhanced level will be carried out.

All trainees will be asked for at least one reference, but two would be preferable.

Personal Protective Equipment will be supplied dependant on training and tasks undertaken.

Background

Radnorshire Wildlife Trust (RWT) is one of 6 partner trusts on the Stand for Nature Wales Project (SFNW). The project is funded by the National Lottery Community, through the Climate Action Fund. The six Wildlife Trusts in Wales have come together to tackle climate change with the help of the young people of Wales. Also, this role will involve working with a UK wide project focused on community engagement and organising.

Radnorshire Wildlife Trust

Radnorshire Wildlife Trust (RWT) is a charity that exists to protect and enhance Radnorshire’s wildlife and natural environment. It currently has 14 staff, 17 nature reserves and 1 farm, nearly 200 volunteers and a turnover of approximately £1.5 million. It has 2 offices including its headquarters at Warwick House.

RWT is one of 45 Trusts which together make up The Wildlife Trusts, a national partnership of independent local Trusts active in all aspects of wildlife conservation. RWT is currently the smallest UK mainland Trust, but we have a long history of performing well above our weight.

RWT strives to build and maintain a high profile in Powys and beyond. It has a membership of over 1000 and nearly 7,000 social media supporters. RWT works extensively with volunteers, some of whom are organised through third-party groups within the county.

RWT strives to be an equal opportunities employer.

