

Cylch Bwyd
Community Project Officer
Job Description

IDENTIFICATION OF JOB

Fixed-term Contract	Hybrid contract, work can be home based.
Duration:	3 year fixed term contract
Responsible to:	Project Manager
Responsible for:	Volunteers
Salary:	£28,000 (Pro rata)
Holiday Entitlement:	25 days per annum plus Bank Holidays
Pension:	Enrolment into the NEST auto-enrolment scheme, currently with 3% minimum employees' contribution with a 6% contribution from RWT.
Working Hours:	4 days a week with flexible working arrangements.

Radnorshire Wildlife Trust is open to covering relocation costs for the right candidate.

Overall Purpose of the role:

Radnorshire Wildlife Trust's new three-year Pentwyn Food, Farming & Nature Project, Cylch Bwyd, is an initiative designed to strengthen the local food system while enhancing biodiversity and community resilience across Radnorshire.

The project focuses on two interconnected priorities:

1. Increasing education on food growing, with a strong emphasis on environmental impact, biodiversity, and climate resilience.
2. Supporting, connecting and promoting the local food economy.

Working from Pentwyn, the Project officer will deliver on the creation of a community growing space, enhancement of habitat demonstrating nature-friendly food production, and delivery of an ambitious programme of school visits, workshops, and outreach activities.

We are looking for someone who has strong experience working in community focused roles. Someone who is passionate about nature, farming and growing food.

Main Duties & Responsibilities

Your responsibilities will include, but are not limited to:

Education & Community Engagement

- Supporting delivery of project activities and targets alongside the Project Manager.
- Engaging with local schools, youth groups, educators, and community organisations to support learning around food systems and biodiversity.
- Helping facilitate collaboration between farmers, growers, food businesses, volunteers, and community groups.
- Supporting inclusive and bilingual (English/Welsh) engagement across all project activities.

Biodiversity & Land Management

- Assisting with habitat creation and enhancement works across Pentwyn in collaboration with RWT's Reserves Team.
- Supporting the delivery of nature-friendly food production practices across the site.
- Working with graziers, growers, volunteers, and RWT staff to integrate conservation and food growing activities.
- Supporting ecological surveys, monitoring, and data collection to help demonstrate biodiversity gains.
- Encouraging sustainable working practices, low-carbon delivery methods, and environmentally responsible procurement.

Local Food Economy & Partnership Development

- Assisting local growers and small farmers through training events, networking opportunities, and collaborative activities.
- Helping promote locally grown produce and sustainable food choices through community engagement and events.
- Working collaboratively with partner organisations, volunteers, and local stakeholders.
- Contributing ideas and opportunities to help sustain and grow the project beyond the current grant period.

Personal Qualities

We are seeking someone who is:

- Passionate about nature recovery, community engagement, and sustainable food systems.
- Empathetic and approachable, with an understanding of the challenges facing farmers and rural communities.
- Organised, proactive, and able to work collaboratively with a wide range of people.
- Calm, positive, and confident when supporting discussions around complex topics such as climate change, land use, and food security.
- Motivated by community empowerment, practical action, and creating long-term positive impact.