Youth Engagement Officer
British Trust for Ornithology / Race for Nature's Recovery Kickstart
‘A diverse, vibrant community of young birders supported by the BTO, with accessible, youth-led opportunities inspiring young people to engage with nature and science.’

- BTO’s vision for youth engagement

WHAT IS BTO?

BTO studies the bird populations in the UK with the data collected by of tens of thousands of volunteer birdwatchers. We want to increase our knowledge of birds and other wildlife, as well as how they’re linked with the environment and people. To do this, we want to enable more people to learn about birds and science and take part in our citizen science projects.

OUR IMPACT

Our scientific research is carried out by expert scientists to answer some of the most important questions about birds and their habitats. Because we don’t campaign or ‘take sides’, we can share our science to inform decision-makers (such as the government), teach people, and support conservation action.

OUR PRIORITIES

We will reach our goals by:

- Providing more and better opportunities for people to contribute to our work.
- Monitoring the status of species, researching their ecology and understanding how they respond to change.
- Communicating great stories that bring our science to life

OUR FOUNDATIONS AND VALUES

The success of BTO is thanks to our brilliant staff and volunteers and a good understanding of the environmental sector and how we fit within it.

As an organisation we are:

- Inclusive and supportive
- Impartial
- Passionate
- Collaborative and open to new ideas
Please note you must be between the ages of 16 and 24 and currently receiving Universal Credit to apply for this role. You must apply through your Jobcentre Work Coach.

WHAT IS THE ROLE?
We are looking for a dynamic and enthusiastic Kickstarter to support our Youth Engagement programme. You will support all aspects of the programme, including admin, helping organise events, creating social media content, and developing resources for young people.

You will report to our Youth Engagement Manager, and work directly with our 27 Young Volunteers across the UK, as well as with colleagues around the organisation to encourage their departments to be inclusive towards young people.

You are a bright and enthusiastic individual, excited to get stuck in from day one and ready to learn and engage with other young people.

WHAT WILL YOU LEARN?
This role will provide you with the skills and understanding needed to engage young people, through events management and virtual interactions, as well as social media content creation and management. You will gain skills in admin, events management, and social media softwares. You will also be exposed to a variety of different topics in environmental science and have an opportunity to learn lots about UK wildlife, especially birds.

COVID-19 restrictions allowing, there will be an opportunity to attend events and/or conferences, both virtually and in-person.

WHAT DOES THE DAY-TO-DAY LOOK LIKE?
You will work directly with our Young Volunteers and support them in their work, which ranges from developing resources to engage young people (11-25) with nature and science, to organising events and virtual training. You will also support the Youth Engagement Manager in their day-to-day tasks, helping with answering emails and setting up meetings, monitoring progress of the Youth Engagement programme, and developing ideas. Alongside this, you will help the Social Media Officer with their work, which will involve creating social media content, sourcing content from the Young Volunteers, and creating and editing videos for our YouTube channel. You will work with a range of scientists to see how we can help better tell their stories to a younger audience, engaging them in the work we do. Lastly, your insights as a part of our youth engagement team will help shape the work we do in future.

You may also be asked to support collaborative projects and other office tasks as needed, and to represent BTO at events. We can offer opportunities to spend time in other departments of the organisation to experience the variety of jobs that are available in the conservation sector.
You will receive continued support from the rest of the youth engagement team and we will help you develop the skills you need to be successful in the post.

WHAT ARE WE LOOKING FOR?

**Essential**

- Enthusiasm to help us engage with a young audience
- Enjoy working with others but can also work alone
- Ability to quickly pick up new tasks
- An interest in nature, birds, or the environment (no formal environmental experience is required)
- Motivation to work from home with reduced supervision
- Able to manage your own time effectively

**Desirable**

- Fluent in English
- Educated to A-level or equivalent
- Clear communicator, both in writing and speaking
- Gmail & Microsoft Office (or equivalent) experience
- A basic understanding of social media, especially Twitter and Instagram (either in a personal or professional capacity)
- Any experience with video editing or graphic design
- Experience working with young people, or knowledge about safeguarding

Please note that an enhanced DBS check will be carried out upon appointment.

TRAINING AND SUPPORT

This placement is part of the Race for Nature programme, hosted by Action for Conservation, Generation Success, SOS-UK and Voyage Youth. The partnership will provide the following central training, support and mentoring to all our Kickstarters.

All Kickstarters placed through the programme will be part of a small cohort of individuals that undertake two days of comprehensive training before their placements start. This will be followed by regular ongoing online training, focussed on sector-relevant knowledge and understanding, resilience, leadership, employability, confidence and communication. Where appropriate, and as required, we will offer bespoke mentoring that supports individual young people to explore and progress their own personal development needs. In total there will be a minimum of 25 hours of training delivered by the core partnership managing the programme per Kickstarter through their placement.

Additionally, we will provide tailored knowledge-sharing activities, networking opportunities and celebratory events for our Kickstarters to address and advance their personal development and help them secure further employment within the sector. This will include a centralised communication campaign to celebrate and share highlights and learnings from the programme, and spotlight host organisations and young people.

We will support the host organisations to develop their internal capacity to embed diversity and inclusion at the highest
levels of leadership, and action meaningful and long-lasting commitments to systemic change. This will include bespoke diversity and inclusion training for the senior leadership team of host organisations and/or the facilitation of reverse mentoring between the young people on placement and members of the senior leadership team.

In addition to the above, BTO will provide routine operational training relating to organisational processes and health and safety. Alongside this, we run a skills training programme for our Young Volunteers, and the successful candidate would be able to attend these sessions.

**SALARY AND LOCATION**

This role will pay £9.50 per hour.

Part time (25 hours) 6-month post, which can be split over 3–5 days, within BTO core working hours (Mon–Thu 9-5.30pm, Fri 9-5pm). We will offer support in finding work after the 6-month contract is finished, either at BTO or elsewhere.

This role will be working from home during COVID-19 restrictions, with the opportunity to work from our Thetford or Cambridge office once restrictions lift. If you are not set up to work from home, we can provide you with the equipment you need.

**MAKING AN APPLICATION**

If you have what it takes then we look forward to hearing from you – speak to your Jobcentre Work Coach to apply.

We will be reviewing job applications until the role has been filled by a suitable applicant.

It is anticipated that interviews will be held remotely on Zoom.

If you have a disability or long-term illness that otherwise prevents you from meeting any of the essential criteria, please contact us to discuss whether a reasonable adjustment could be made.

**FIND OUT MORE ABOUT THE ROLE**

For an informal chat about the position please contact Faye Vogely, our Youth Engagement Manager (email: youth@bto.org)

**BTO’S DIVERSITY STATEMENT**

We celebrate the individuality and diversity of our staff, members, volunteers, Board members, and supporters, and the passion and contribution each person brings. Our activities and events are open to anyone interested in our work, regardless of nationality, gender, ethnicity, disability, sexuality and socio-economic status. BTO is committed to educating itself and addressing the barriers to equality and diversity, and creating an inclusive environment.

We will identify opportunities to work with others in our sector; learn from those with expertise in diversity and inclusion; and better acquaint ourselves with the scientific literature about diversity and inclusion as advocacy for evidence-based decision making is at the heart of what we do.
Youth Advisory Panel

This panel of young volunteers help steer BTO to better serve our younger supporters. The Youth Advisory Panel has developed an inclusive and extensive Youth Engagement Strategy, helping BTO inspire the next generation of birdwatchers. They fulfil a strategic function, helping us implement their strategy, and supporting our network of Youth Representatives.