



BATH CITY FARM

Job title:	Alternative Provision Session Leader and Farm Hands (After School Youth Club) Project Coordinator
Hours of work:	23.5 hours per week during term time (Mon, Tues and Fri)
Contract Type:	Fixed term contract for maternity leave cover for 12 months from January 2027 Term Time Only
Work pattern:	Mon 9am to 5pm, Tues 9am to 6pm and Friday 9am to 5pm
Pay band:	C18 £15,489 (Full year FTE £28,185)
Responsible to:	Line managed by the Alternative Provision Programme Lead
Responsible for:	No line-management responsibilities but may be responsible for Key Volunteers.

This post is subject to an enhanced DBS and child barred list check

About us:

Situated on a beautiful 37-acre site, Bath City Farm is a charitable organisation, providing education, training and therapeutic activities to disadvantaged people in the local community, as well as a free-to-access visitor attraction for families and children.

From the beginning our Vision has been to build a healthy community rooted in nature, food, farming and each other. As a welcoming urban farm, we use our unique setting and targeted projects to educate, improve wellbeing and transform lives. Our goals are to enable the development of skills and confidence, improve mental, physical and social wellbeing, and inspire environmental awareness. We aim to increase community engagement, offer a rewarding visitor experience, and educate people on farming, animal welfare and food production.

All staff are expected to carry out their roles in line with the Farm's core values:

- **Diversity is strength:** We work to remove barriers to encourage participation and promote fairness and equitable opportunities for all. We foster a culture of respect and dignity.
 - **Power in community:** Each person has unique gifts and perspective to share. Nurturing and valuing these strengths collectively gives us power to make positive changes in our communities.
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- **We are nature:** We are a part of nature and nature is us. We therefore aim to create conditions for biodiversity and natural ecosystems to thrive in all our activities and choices.
- **Open and participatory:** We aim to communicate openly and create meaningful opportunities for communities to contribute to the direction of the Farm.
- **Free or affordable:** The Farm site will always be free at the point of access for people to explore and enjoy. We endeavor to provide all our activities free or fairly priced.
- **Working with care:** We approach our work with care, create quality solutions, and minimise harm to people and the environment.

Overall purpose of job: A role of two parts, this is an exciting opportunity to work with children and young people as part of our Alternative Provision Programme, Wild Acres at Bath City Farm and to coordinate Farm Hands, our after-school youth project funded by Children in Need.

In your role as Alternative Provision Session Leader, you will work in partnerships with local schools. You will plan, deliver and evaluate courses designed to improve the wellbeing of children and young people with additional needs. You will be engaging and supporting children and young people with additional needs in a wide variety of outdoor learning activities and Farm tasks across our diverse site and incorporating aspects of the National Curriculum into your sessions. For a small number of pupils, you will deliver a City & Guilds qualification scheme in Land-Based Studies on one day a week, guiding pupils to handle animals safely.

As Farm Hands Coordinator you will be responsible for strategic oversight and practical delivery of our after-school youth group on a Tuesday. Working in partnership with local schools and other youth organisations, you will plan, deliver and evaluate our funded project for ages 11-16. The project engages children in a wide variety of indoor and outdoor nature-based learning and craft activities throughout the year, getting involved in various tasks needed at the Farm.

The post holder will be responsible for building and maintaining relationships with local schools and other stakeholders, and lead on the monitoring and evaluation of the project to ensure high-quality work and to report to funders to secure the future of the project.

Both aspects of this role will include delivery of sessions focused on hands-on farm animal care, bushcraft, crafting, gardening, and cooking along with conservation tasks across our 37 acres of wildflower meadows and woodland.

Main duties and responsibilities:

- You will deliver a learning programme that appropriately challenges and engages children and young people coming to Bath City Farm from schools and other settings.
- You will support pupils to achieve AQA Unit Awards. You will deliver teaching for the City and Guilds qualification in Land-Based Studies, guiding AP students to handle animals safely.
- Working with the Programme Manager for Children, Youth and Families and the Alternative Provision Lead you will feed into the programme to improve practice and share ideas.
- You will ensure up to date records of children and young people are kept in accordance with data protection regulations.
- You will ensure effective communication with parents/carers and the education setting of the children and young people that you support.
- You will follow BCF Safeguarding procedures to ensure a high standard of care for all young people attending courses.
- In coordination with other staff, you will monitor and evaluate your work and the progress of the pupils and contributing to funding reports as applicable.

Leadership and Management responsibilities

- Supervision of any key volunteers involved in the projects (where applicable)

Communications and relationships responsibilities

- Build strong relationships with schools reporting termly on their AP students' progress and monitoring their wellbeing using the Mason's resilience model.
- To build strong trusted relationships with young people, enabling them to feel fully supported and listened to. You will also ensure healthy boundaries are maintained between you and your pupil.
- You will liaise with a wide range of professionals to build on our ongoing relationship with local schools and other partners.
- To work collaboratively and communicate well with the rest of the staff team to ensure the smooth running of the Farm
- To represent the Farm in a warm and welcoming manner to a wide variety of groups and visitors.

Fundraising, income generation and social enterprise responsibilities

- Record and develop session content so they can easily be replicated and formalised as part of an education plan to support the project to be scaled up.

Problem solving and autonomy

- Identify opportunities and areas of the Farm site for young people to be involved with creating their own spaces.
- You will explore the wealth of opportunities at our beautiful site to engage pupils in a wide variety of nature-based activities, following their interests and creating sessions unique to them.
- You will support the development of the farm site to enable children and young people participating in the alternative provision programme to access a range of activities, for example gardening areas.
- You will work closely with the Programme Manager for Children, Youth and Families and Alternative Provision Lead to ensure effective monitoring and evaluation systems of your work and that evaluation data.

Other key job elements or requirements to note

- Have an awareness of and work in accordance with our safeguarding policies for children and vulnerable adults.
- Pro-actively work with staff to contribute to the Farm's vision
- Work within agreed policies and procedures, helping to ensure high standards of practice on the farm.
- You will use the Farm's CRM system to record attendance and data in accordance with GDPR and Data Protection Regulations.
- Ensure activities meet with the Farm's legal requirements for health and safety, including planning and undertaking risk assessments.

Person specification

Experience

<u>Essential</u>	<u>Desirable</u>
• Qualified Teacher Status or similar experience (such as Level 3 Diploma for the Children and Young Peoples workforce or experience teaching City and Guilds Land based studies in animal care). • Demonstrable experience of working with young people in an	• Experience of monitoring and evaluation systems and CRMs. • Experience working in a similar environment. • Experience working with young people with challenging mental health needs • Experience overseeing another staff member or volunteer

outdoor setting to deliver nature-based activities. • Experience directly working with children and young people with additional needs, for example those on an Education, Health and Care Plan • Experience of working with children and families facing disadvantage and working through the issues they face. • Experience in dealing with safeguarding disclosures	
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Competence, Knowledge and Skills

<u>Essential</u>	<u>Desirable</u>
• Good knowledge and skills of a wide range of nature-based activities, which can be used to engage children and young people of all abilities • Experience and confidence to work with animals (with training provided in handling livestock) • Good knowledge and understanding of schools and the national curriculum. • Good knowledge of safeguarding process and ability to work with multi-agency child protection procedures. • Ability to work within a range of policies including Data Protection, Health and Safety, and Safeguarding. • Excellent written and verbal communication skills. • Excellent IT skills in a range of different applications.	• Understanding of reports and monitoring for grants and trust funders. • Established relationships with local schools. • Knowledge of statutory and voluntary youth services, third sector organisations, community services, and referral pathways. • Forest School Level 3 • Outdoor first aid qualification

Personal Qualities

Essential
• Ability to communicate diplomatically and build trust and respect with a wide range of children and adults. • Creative, innovative and passionate about supporting children to realise their potential. • The ability to maintain a professional attitude and boundaries in working with project volunteers, stakeholders, staff team and management committee. • Self-motivated, able to work unsupervised, to take initiative and to meet deadlines. • Resilience and adaptability to a changing working environment, and the ability to work confidently and flexibly through periods of development. • An ability to work as part of a small team. • Organised with good time management. • A non-judgmental attitude. • Commitment to the values and vision of the farm.