

## ***Climate Action Project Co-ordinator***

*Cumbria Development Education Centre [CDEC]*

### **Background**

We are very excited to be inviting a new member to join our team. CDEC is a global learning charity based in Cumbria but that has enjoyed global reach. We are passionate about working with schools and communities, inspiring and enabling them to create a socially and environmentally just world.

You would be joining a small, welcoming team of active, thoughtful and dedicated individuals who live out the organisation's values. How we do things is as important as what we do, and that extends to how we relate with each other and the people we support.

In living out our values – equity, justice, responsibility, integrity and hope – CDEC is consciously seeking and welcoming of applications from people with a diverse and wide range of backgrounds and lived experiences, including: neurodiversity and those who are differently abled; black, brown, LGBTQI+ and non-UK born applicants.

For more information about CDEC, what we do and what we offer, do visit our website:  
[www.cdec.org.uk](http://www.cdec.org.uk)

### **The CDEC vision**

We believe in the power of global learning to bring about environmental and social justice for all and challenge all forms of systemic and everyday discrimination.

Our vision is for **Cumbria to become a beacon of global citizenship**. This means that young people, through their global learning experiences, will become informed, responsible and active global citizens with a lifelong commitment to building a fairer and more sustainable world.

CDEC aims to achieve this by:

- 1.** Playing a leading role in the development of approaches to teaching and learning in Cumbrian schools which promote global citizenship;
- 2.** Facilitating the development of a network of organizations that are committed to the cultural ethos of working towards a fairer and more sustainable world;
- 3.** Continuing as a sustainable organisation which will be able to provide appropriate services and support to the Cumbrian community in order to achieve this vision.

## New post - Schools and Youth Project Co-ordinator

**Start date:** August 2024 but we can be flexible for the right candidate

**Salary:** £27,112- £29,000 pa pro rata

**Terms and Conditions:** 0.6 FTE, fixed for 1 year (with possibility of extension, dependent on funding)

**Responsible to:** Schools Programme Co-ordinator

**Base:** flexible- home working and CDEC's Ambleside office, with travel to community and school locations across Cumbria

### Job Description

The post holder will be responsible for the successful delivery of our **Climate Leaders – the Future is Now** and **Paths to Leadership: Active Community Engagement (PLACE) climate and nature** projects for CDEC.

**Climate Leaders – the Future is Now** is funded through Cumbria Community Foundation

**Paths to Leadership: Active Community Engagement (PLACE) climate and nature** is funded through Westmorland and Furness Council and is a partnership project, including Another Way, Cumbria Action for Sustainability, Lakeland Arts and Cumbria Biodiversity Data Centre.

As part of the role, they will also have a responsibility to support schools with embedding Global Learning within their curriculum and approaches. The Climate Leaders project and other work will be delivered across Cumbria. We are offering this as an initial 12 month contract but are actively seeking additional funding to be able to extend the contract to become permanent.

The post holder will become a full member of the CDEC team. They will work closely with our Schools Programmes Co-ordinator, Admin, Finance and Comms Officer as well as the Director, on the delivery of key elements of the project, as well as building positive relationships with schools and youth groups, project partners, participants and service providers.

### 3 key strands of delivery for these projects

#### Working with schools and youth groups

- Work with a minimum of 10 schools delivering a programme of support to develop and embed climate action within the school curriculum and through youth-led climate action projects
  - This will include delivery of the Climate Curriculum CPD (training and support provided)
  - Support teachers to implement a programme of activities to allow pupils to audit their school to identify their actions; this support will be virtual as well as in-person
  - Support schools (teachers and pupils) to meet and share
  - Support schools to connect with local/regional/national organisations who can be part of developing the sustainability of their climate action plans
  - Support schools to develop their sustainability leads and climate action plans (in line with DfE strategy and National Education Nature Park)

## Working directly with young people to connect and build capacity- networking and events

- Our target is to work with/ develop 2 active groups of young people:
  - via their schools, youth groups and other networks/ partners (eg: Another Way and the Power of 10 app or via Duke of Edinburgh groups) to facilitate conversations and support them both to organise and develop ideas, and also to implement them.

We will offer training, as well as mentoring and activities that connect participants with nature and people. The focus is longer-term action by ensuring young people have the skills and connections to take their ideas and put them into action. Through the project, participants will co-create a range of tools and activities that focus on leadership, project planning, empowering young people (and by extension, communities) and getting their voice heard. They will have the opportunity to build their networks and confidence and to mitigate any climate anxiety and mental health concerns. Connect groups of young people with other organisations and communities that can support sustainable projects and action

### Events:

Through our projects and engagements above, we will hold a minimum of 3 events that bring young people together so they can share, network and grow their own skills and ideas. The post holder will also co-ordinate the annual Youth Climate Summit, which is part of the Zero Carbon Cumbria Programme.

### Key Responsibilities

The post holder will be responsible for the overall management of the project. This will require them to:

- Manage delivery of all aspects of ***Climate Leaders- the Future is Now and PLACE- climate and nature projects***
- Ensure project objectives are delivered on time and within budget
- Plan, manage and deliver a range of events- including the Youth Climate Summit and young people's networking and training events
- Design and deliver workshops with participants, liaise with project partners, manage the budget and work alongside CDEC colleagues
- Coordinate and oversee production of core project outputs, in partnership with the project participants and communities involved, within the project time scale
- Recruit schools/youth groups and direct project participants (young people) and liaise with community groups/members in each locality
- build support into schools and youth groups- through education resources and CPD for adults, so the approach is embedded as each new cohort of young people come through.
- Manage relations with key partner organisations (eg: CAFS, Another Way, Lakeland Arts, CBDC)
- Create a series of resources and activities that are included in the final materials produced by the project

- Report regularly on progress to Schools Programme Director and CDEC Director
- Work with the CDEC Admin, Finance and Comms Officer to ensure that the project is widely promoted and that finance reporting is in place
- Meet all funder reporting requirements, including both interim and final summative reports
- Undertake any other aspects that can be reasonably required by the Director in implementing the project

## Person Specification

### Climate Action Projects Co-ordinator

#### Essential knowledge, skills and qualifications

- Experience of working with teachers and young people and/or communities in formal/non formal settings
- Recent experience (preferably, within the last 3 years) of successfully recruiting and managing participants in school, youth and community settings
- Experience of providing /facilitating training
- Experience of supporting the development of resources to ensure the sustainability of a project
- Excellent organisational skills and demonstrable ability to deliver projects to tight deadlines and within budget
- Creativity and flexibility of approach to meet the demands of each working situation
- Evidence of ability to successful lone working and self-organising
- Full UK driving licence and the willingness to travel to diverse and sometimes remote locations in Cumbria
- Willingness and flexibility to work evenings, if requested/required
- Commitment to the principles and purposes of Cumbria Development Education Centre

#### Desirable knowledge, skills and qualifications

- Experience of working in the Global Education sector
- Experience of working in outdoor settings, engaging participants with climate education or leadership and social action
- Experience of enquiry-based approaches (eg: P4C)
- Experience of delivering community projects and managing delegated budgets

**To apply: complete an application form and return to [laura@cdec.org.uk](mailto:laura@cdec.org.uk)**

**Closing date: 5<sup>th</sup> July 2024**

**Interviews: week beginning 15<sup>th</sup> July**

**If you would like to discuss the post please call Laura on 07986 921096**