

Forres Friends of Woods and Fields (FFWF)

Development Worker - Six-Month Part-Time Contract

Contractor's Brief

1. Background and Introduction

FFWF is a new charity managing around 26 acres of land on the edge of Forres in Moray. The land includes woodland, fields and a stretch of the Mosset Burn, all of which are part of a larger area of conservation and recreational interest, including the Sanquhar Loch and Woods. We have been active over the past 18 months in managing the land, building up interest and support amongst local people, including through regular volunteer mornings; and also active in discussing possible future collaboration with other groups. We now want to take this consultation process further. See our [website](#) for further information, including our first Annual Report.

Our Vision

-Land, the river, people and wildlife living and working in harmony-

Our Mission

-To cultivate an understanding and appreciation of nature, with community wellbeing at its core, through land stewardship and local food sustainability-

2. Summary and Scope of work

The charity is in the early stages of development and while we have made a good start in recruiting a few loyal volunteers to work with us, we would now like to set a clear direction for how we go forward in developing and managing this land. We want to do that by talking with and engaging the local community and the neighbouring landowners to develop a vision, and then map out the next practical steps in an Action Plan.

We need some skilled professional help to do this and we have received funding from the National Lottery to support the community engagement and development of the Action Plan. We would like to contract a self-employed 'Development Worker' who can help us build community relationships, conduct a consultation process and then, building on that, draft an Action Plan detailing our next steps for management. These would include proposals for habitat management, growing food, recreational provision and ideas for education.

We would like to engage this person as soon as possible on a part-time contract for approximately 6 months. The Development Worker would work alongside the trustees to nurture community connections and foster a sense of ownership, and also scope out what can happen next on this land.

The project will support our new charity enabling it to grow, forge strong relationships and develop a clear, community supported Action Plan, scoping out what we will do next. We have two clear aims articulated in our application to Awards for All:

1 – to build strong relationships in and across communities

We want to involve the local community in developing the aspirations, vision and management priorities for this land. As part of a community engagement process, we hope to recruit more members and active volunteers to join the regular work parties and create a real sense of community ownership.

2 – to improve the places and spaces that matter to communities

All our work is centred around bringing these 26 acres of land into active management in a way that will benefit the community of Forres as well as nature and biodiversity. During lockdown many local people discovered this area and have explored the woods and fields creating informal paths that hadn't been there before. We want to build on that and provide a warm welcome for the community who are already using this area and invite new people onto the land.

3. The Development Worker

We are looking for someone with relevant experience to undertake the consultation process, develop a draft Action Plan and organise a suitable community event or series of events. This work will include discussion with local stakeholders, community and interest groups and individuals who already use, or would like to use the land. Collaboration and inclusivity are core values. Promotion of the project will, we hope, invite others to discover the land and perhaps become involved in some way with our work.

4. Skills experience and aptitude

Essential

- Demonstrable track record of skills and experience in community consultation and engagement
- Knowledge of Forres and local area
- Knowledge and familiarity with community ownership and management of land
- Experience of publicity/promotion including social media
- Ability to prioritise and collate community aspirations into action
- Excellent communication skills and an approachable manner
- An organised approach to work and good time management skills
- Ability to work as part of a team and on own initiative
- Cooperative attitude
- Competent in necessary IT programmes (e.g. MS Office)
- Flexibility

Desirable

- Experience of fundraising for community led projects
- Experience of working with volunteers
- Environmental, land management or food growing experience

We are ideally looking for someone who is living locally

5. Contract Deliverables

1. Design and delivery of a full community engagement process.
2. Identification and register of key community groups and stakeholders.
3. Analysis of community aspirations that deliver the charity's key aims and identify the social, environmental, and economic benefits of these.
4. One or more interactive community consultation and engagement events including a 'festival' style engagement event on the site.
5. Production of a final report evidencing the community engagement process.
6. Production of a community supported draft Action Plan that details:
 - a. Itemised individual actions for future development
 - b. Opportunities for further community engagement
 - c. A costed delivery plan of actions
 - d. A fundraising strategy to deliver the actions
 - e. Risk assessment and mitigations

6. Pay and Hours

We are offering a part time contract based on an average of 16 hours a week from March 2022 to July/August 2022. This will include some evening and weekend work. The pay rate is @ £15/hour plus expenses. There is a project budget of £1750 to cover all event costs and other expenses.

The post will report to the trustees on a regular basis and to the trustee meetings.

7. More information and how to apply

Information about the charity including a map of the site can be downloaded from the Forres Friends [website](#).

Please forward your application with covering letter and CV by email to forresfriends@gmail.com

For an informal chat contact Fi Chalmers, one of the trustees, on 07753 619628.

The closing date is 21st February 2022

