



Young Wild & Well Project Officer



This post is funded by National Lottery Community Fund (Strengthening Communities).



CLOSING DATE:

12:00 noon - Friday 22 May 2026

Ulster Wildlife
McClelland House
10 Heron Road
Belfast
BT3 9LE
recruit@ulsterwildlife.org
www.ulsterwildlife.org

ABOUT ULSTER WILDLIFE

We are Northern Ireland's largest local nature conservation charity, established in 1978. We're working to bring nature back on land and at sea, inspire people to take action for nature and climate, and play our part in ending climate and ecological emergencies. We manage 21 nature reserves; save species at risk from native oysters to hedgehogs; restore and connect habitats such as peatlands; influence government policy and empower people to stand up for nature. We are one of 46 independent Wildlife Trusts, collectively working across the UK to bring nature back. We are driven and supported by over 14,000 members.

Nature is in crisis and declining at rates unprecedented in human history. Ulster Wildlife has a plan to not only slow the loss of nature, but to actively reverse its decline.

Our Vision - A wilder future where people and nature are thriving together.

See – www.ulsterwildlife.org for more information about us and our important work.

RECRUITMENT PROCESS

APPLICATION FORM

Please download an application form from www.ulsterwildlife.org/jobs. The completed application and monitoring form must be received no later than **12 noon on Friday 22 May 2026** in Microsoft Word format (NOT PDF) via email to recruit@ulsterwildlife.org. Applications received after the deadline will not be accepted. CVs will not be accepted.

Under the section headed 'Role Requirements' it is essential that applicants clearly demonstrate through the use of examples how they meet the essential and/or desirable criteria required for the post. It is not acceptable to simply restate the criteria. The shortlisting panel will not make assumptions and if applicants do not demonstrate, through examples, how they meet the criteria they will not be shortlisted to the next stage of selection.

Ulster Wildlife reserves the right to interview only those who demonstrate on their application form that they fully meet the essential criteria and desirable criteria. Ulster Wildlife reserves the right to apply additional criteria to facilitate the shortlisting process where necessary.

All applicants will be contacted regarding the outcome of their application. However, regretfully due to limited resources, Ulster Wildlife cannot provide feedback regarding your application.

Ulster Wildlife makes employment decisions based solely on merit however any offer of employment is conditional on the receipt of two satisfactory references, certificates to support stated qualifications, and proof of the right to work in the UK. Please note Ulster Wildlife does not hold a Sponsor License.

Candidates who score above the minimum threshold during a recruitment selection process, but whose scores mean they are ranked lower than other successful candidates, may be kept on a reserve list for similar roles for a period of up to 12 months.

Canvassing will automatically disqualify.

Ulster Wildlife supports the principles of equality of opportunity. Ulster Wildlife's Safeguarding Commitment Statement can be found here www.ulsterwildlife.org/safeguarding-statement.

Ulster Wildlife is committed to protecting the privacy and security of your personal information. You can read about how and why Ulster Wildlife uses your personal information here www.ulsterwildlife.org/privacy-notice.

INTERVIEW

Following shortlisting successful candidates will be invited to a face to face interview. The interviews are **provisionally** planned for **Friday 12 June 2026**.

The interview will consist of a presentation or job-related task (which will be relayed to candidates following successful shortlisting) followed by a set of interview questions asked by a panel of Ulster Wildlife staff.

If you have any questions about the role or assessment process, please contact us at: recruit@ulsterwildlife.org or call 07485 329716.

JOB DESCRIPTION

Role:	Young Wild and Well Project Officer
Salary:	£29,697 - £32,016 gross per annum. Access to employer's contributory pension scheme - maximum 10% per annum.
Hours:	Full-time hours – 37.5 hours per week. Flexible working hours will be required including occasional evening and weekend work.
Location:	Ulster Wildlife Offices, 10 Heron Road, Belfast, BT3 9LE with travel across Belfast and sometimes throughout Northern Ireland. A combination of off-site, office and home working will be possible. There will be occasional travel throughout the UK and Ireland.
Contract:	Fixed-term contract to 31 May 2029. This post is subject to a 6-month probationary period.
Leave:	24 days per annum plus 12 days statutory holidays.
Reporting to:	Community Engagement Manager.
Pre-employment Checks:	Enhanced Access NI Check
Other benefits:	Health cash-back plan, flexi-time system and onsite parking.

OVERVIEW

'Young Wild and Well' is an exciting project jointly run by Ulster Wildlife, Belfast Hills Partnership and Barnardo's NI. It aims to enrich the mental health, wellbeing and employability of children and young people through contact with and action for the natural world. Elements of the project focuses mainly on disadvantaged communities in Belfast whereas other elements are Northern Ireland wide.

The postholder will be responsible for successfully delivering nature-based activities within the context of the five steps to well-being with children and young people from disadvantaged backgrounds. This work will be carried out through local youth groups, clubs and associations, primary schools SEN provision and services delivered by Barnardo's NI. This job will also involve delivering Ulster Wildlife's AQA accredited 2-day, level 2 training "Facilitating Nature Based Activities for Wellbeing". Over three years the training will be undertaken by 90+ staff and volunteers from Barnardo's NI, 16+ Youth Workers, 16+ Teachers from participating Primary and Secondary Schools and 30 Belfast Hills Partnership trainee rangers. To lead on other aspects of project management including achievement of targets, managing budget and reporting to the funder. Another important aspect of the role will be the further development, administration and promotion of the Wild Child / Wild Youth Awards.

The Young Wild and Well Project Officer for Ulster Wildlife will work closely with their counterpart for the Belfast Hills Partnership, with each taking the lead on different aspects within the overall programme.

DUTIES OF THE POST

Project Objectives

1. To work with Ulster Wildlife and Belfast Hills Partnership staff to create, manage and execute Young Wild and Well activity sessions through SEN provision in Primary Schools and specialist youth work providers in line with the work plan for the project.
2. To produce engagement material for schools, youth organisations, and Barnardo's NI as well as interpretive information and other information / reports / publications including web material relevant to the project that will inspire participation.
3. To apply the '5 steps to well-being' principles through multisensory exploration of the natural environment.
4. To train Barnardo's NI staff and volunteers, youth workers and teachers giving them the skills, knowledge and confidence to deliver their own nature-based activity programmes that promote well-being.
5. To provide advice and support to Barnardo's NI staff and volunteers when they are delivering their first nature-based activities for well-being with their service users.
6. To develop and promote participation in the Wild Child / Wild Youth Award scheme especially organisations working with disadvantaged children and young people across Northern Ireland.
7. To be an ambassador for the project at meetings, youth groups and events.
8. To help facilitate and take part in Project Steering Group meetings, ensuring the participation of young people who will make up approx. 50% of the membership of the Steering Group.
9. To monitor project success by recording engagement numbers, gathering feedback, monitoring budgets and writing evaluation reports.
10. To put together regular communications materials such as press releases, website info, social media updates etc relating to the project.
11. To work with other staff and volunteers to carry out any other duties required for the effective operation of the Partnership and its projects.

Project Management

1. Achieve project deliverables on time and within budget.
2. Build relationships with key stakeholders - internal and external.
3. Manage resources allocated for project delivery.
4. Ensure key activities and impacts of the project work are promoted both internally and externally.
5. Ensure all funding requirements are met including timely submission of progress reports and claims.
6. Ensure Health and Safety policies, procedures and guidelines are adhered to at all times.

ORGANISATION-WIDE RESPONSIBILITIES OF POST

While every member of staff has their own specific tasks and duties to perform on a day to day basis, there are also a number of additional areas of work that you will be expected to take part in for the overall development and delivery of the organisation's aims. These include:

- Participation in the development and implementation of the Ulster Wildlife's overall strategy and operational plan.
- Play a proactive and constructive role within Ulster Wildlife's team and ensure knowledge dissemination within the wider organisation.
- Develop strategic partnerships with external organisations.
- Adhere to the policies and practices of Ulster Wildlife at all times and to respect the policies and practices of project partners.
- Identify and implement Learning & Development processes.
- Support and ensure positive experiences for volunteers within the organisation.
- Participate in internal staff and Board meetings.
- Support the communications and fundraising functions of the charity as required including representing in the media.
- Ensure that contact with others is of a style and quality consistent with Ulster Wildlife's ethos.
- Respond to internal and external requests for advice and information

No job description can cover every issue which may arise and subsequently the post-holder may be expected to carry out other duties broadly consistent with those itemised above.

PERSON SPECIFICATION

Essential Criteria

1. A degree level qualification in a relevant subject* and 2 years' full-time experience working with children and young people aged 8 - 25yrs.

OR

3 years equivalent experience in a post with the primary role of working with children and young people aged 8 - 25yrs.

2. A keen interest in nature, nature conservation and nature connection as a means of promoting well-being.
3. Experience of organising and leading training, workshops and public events and producing associated interpretation / education materials.
4. An ability to communicate effectively, both written and verbally – effective presentation skills and the ability to converse with a diverse range of people at all levels.
5. Experience of monitoring and evaluation, project reporting and budget tracking.
6. Demonstrable experience of implementing health and safety policies and procedures, including undertaking risk assessments.
7. Effective organisational skills to include the ability to manage and prioritise workloads and meet deadlines.
8. A demonstrable ability to work independently without direct supervision
9. Strong digital skills, including a solid understanding of Microsoft Office and the ability to adapt to new technologies, including AI-based tools.
10. Have access to transport for business purposes, which will enable the fulfilment of the requirements of the post.
11. Able to work hours outside of standard office hours as required to fulfil the duties of this post (e.g. evenings and weekend working).

* Relevant subjects include Youth and Community Work, Teaching, Child Development, Environmental Biology/studies, Geography, Biological Science, Outdoor Learning.

Desirable Criteria

1. Experience of working in the voluntary/charity sector.
2. Experience of working with children and young people from disadvantaged background.
3. Experience of designing and carrying out child and youth development programmes in areas such as health, wellbeing, biodiversity, landscape or climate change.
4. Experience of producing material for social media.
5. Experience of managing and delivering accredited training courses.

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