

Director of Community and Young People

Innovative environmental social enterprise, Cultivate London, is seeking a dynamic, experienced and enthusiastic Director of Community and Young People to join our leadership team.

Location: Isleworth, Acton, Hanwell, and various other community sites in West London

Hours: Part-time, permanent employment (minimum 2 days per week), with potential to expand; core hours Monday to Friday, 8:30am – 5:00pm. Occasional evening or weekend work will be required, with time off in lieu.

Salary: Competitive.

Reporting to: The Board of Directors

Closing Date for applications: **5pm, Friday 31st January 2025**

THE ROLE

Cultivate London is seeking a dynamic Director of Community and Young People to lead and expand our community engagement and youth programmes, advancing the organisation's charitable aims. This is an exciting opportunity for an experienced practitioner to shape, develop, and deliver educational initiatives across a diverse range of community gardens and project spaces in West London.

JOB DESCRIPTION

Using expertise in community programming, solid horticultural experience, and exceptional managerial skills, the Director of Community and Young People will collaborate closely with the Director of Commercial and Horticultural Services and the Director of Finance to further Cultivate London's mission. They will plan and implement strategies that enhance our community garden sites, foster meaningful community involvement, and create impactful programmes for individuals, community groups, and young people. These programmes will emphasize connection to nature, progressive urban horticulture, local food production, and sustainable living; building practical skills, nurturing confidence, promoting social cohesion, and improving employment prospects among participants.

In addition to overseeing a small team, the Director will ensure the sustainability, quality, and reach of all community initiatives. They will manage the Community and Education Programme Officer, guiding the planning, delivery, and evaluation of our horticultural education programmes within schools, colleges and community settings. By strengthening existing partnerships, forging new collaborations, and maintaining high standards of engagement and delivery, the Director of Community and Young People will play a central role in achieving Cultivate London's vision for more vibrant, resilient communities engaged with and connected to nature and the environment.

RESPONSIBILITIES

1. **Strategic Leadership**

As one of three Directors (alongside the Director of Commercial and Horticultural Services and the Director of Finance), the Director of Community and Young People shares responsibility for:

- Developing organisational strategy and annual reports.
- Delivering against charitable aims and commercial goals.
- Ensuring policy compliance and effective reporting to the Board.

2. **Community and Schools Programmes**

- Developing, delivering, and maintaining high-quality community gardening, environmental, and educational programmes for local communities, young people, schools and educational settings.
- Partnering with the Director of Commercial and Horticultural Services to create hybrid programmes that guide participants from community engagement into horticultural skills training for employment.

3. **Planning and Managing the Gardening and Maintenance Logistics in Cultivate London's Community Gardens**

- Developing and delivering horticultural plans for the long term success of Cultivate London's Community Gardens (in particular, the Salopian Gardens and DIG). Overseeing the ongoing, seasonal garden maintenance and improvement of our community garden sites.
- Ensuring appropriate equipment, tools, and materials are available for volunteers and staff.
- Monitoring health, safety, and safeguarding protocols in all community activities.

4. **Fundraising and Budget Management**

- Collaborating with the Director of Finance on grant and fundraising strategies.
- Applying for and managing small to medium-sized grants, developing donor relationships, and developing strategic partnerships.

- With the Director of Finance, managing the Community team budget, and overseeing financial reporting for grants and governance requirements.

5. **Advocacy and Community Engagement**

- Raising Cultivate London's profile through participation in public events and media opportunities, effectively communicating the organisation's impact.
- Building strong relationships with local authorities, councillors, businesses, educators, healthcare providers, and other charities and community stakeholders.
- Engaging with and developing our communities of volunteers and young people to increase the impact of our programmes.

6. **Marketing and Promotion**

- Enhancing the organisation's brand, reach and reputation through a coordinated programme of public speaking, newsletters, social media, and the website.

7. **Organisational Leadership**

- Providing direction for internal governance committees and collaborating with fellow Directors to deliver Community and Young People's programmes across our projects.

8. **Safeguarding**

- Forming part of the safeguarding team and reviewing policies and procedures when required.

9. **Staff and Volunteer Management**

- Managing a small team, including:
 - **Communities and Education Officer:** Oversees horticultural programmes for schools and community sites.
 - **Community Gardens Manager(s):** Responsible for garden maintenance and community engagement at Salopian Gardens, DIG, and Acton Gardens.
 - Community site workers, sessional tutors and volunteers.
- Training - Ensuring effective management, training, and support for staff, including in practical gardening and community engagement skills.
- Recruitment - Responsible for recruiting full-time, part-time and sessional tutors and workers as required.
- Volunteer Community
 - Fostering and developing a supportive environment that encourages our vibrant community of volunteers' development and progression into horticultural careers: many of our staff started as volunteers, and many have gone onto horticultural and similar careers elsewhere.

- Ensuring effective management, training, and support for volunteers involved in Corporate Team Volunteer programmes and Community Volunteer initiatives.

EXPERIENCE REQUIRED

PERSONAL QUALITIES

- **Dynamic and Likeable:** Ability to be a senior leader in the organisation; to inspire and persuade team members, volunteers, stakeholders and partners to work together and move forward with projects; the ability to take responsibility is key.
- **Collaborative:** Expertise and enjoyment in forming strategic partnerships and working with a broad range of stakeholders internally and externally. Flexibility is important, as is having a growth mindset.
- **Creative and Innovative:** Proven ability to think creatively and deliver relevant, innovative ideas over time.
- **Inclusive:** The ability to create engaging, relevant experiences and learning for diverse audiences and communities.

ESSENTIAL

- Proven experience designing and delivering community gardening activities and events, working with a wide range of community members and audiences
- Demonstrated experience of effective operational delivery of complex programmes, with excellent project, people and time management
- Experience working with children and/or young people
- Familiarity with marketing programmes and communication at a senior level, or willingness to become familiar with this part of the role
- Strong managerial skills with experience of supervising staff
- Excellent communication skills, with the ability to engage diverse communities and age groups
- Good knowledge of Health and Safety and Safeguarding regulations
- Full UK driving licence
- Flexibility to work occasional weekends and evenings as required
- Travel between sites will be required so flexibility to work across multiple sites in West London; predominantly Ealing and Hounslow is important

DESIRABLE

- Experience managing a community garden site
- A level 5 DET (DTLLS, PTLLS) teaching qualification
- Horticultural qualification at or above Level 2 (or relevant experience)
- Experience in working with sustainability concepts (circular economy practices, ecologically geared, peat-free, no-dig, no pesticides, enhancing biodiversity) and a passion for the environment
- The desire and ability to grow in the role from part time to full time as the opportunity arises
- We are particularly interested in hearing from candidates based in the West London area, but we welcome all applicants
- Ability / willingness to drive a transit sized van

BENEFITS

- Opportunity to make a real positive difference to Londoners' lives and West London's green spaces
- Opportunity to influence the direction of a number of sites and programmes at the cutting edge of the new Green Skills and Nature Recovery mandates
- Support for relevant training and career development
- 28 days holiday (including UK Bank Holidays)
- Uniform and personal protective equipment (PPE) is supplied

ABOUT US

Established in 2010, Cultivate London is an innovative West London-based social enterprise and environmental charity that uses horticulture to improve community wellbeing, support local people into sustainable employment and education, and enhance local green spaces and the physical environment. By delivering a wide range of horticultural education and engagement programmes, we empower individuals, particularly young people, to gain new skills, improve their health and wellbeing, and strengthen their connection to the natural environment.

WHAT WE DO

Commercial Gardening Services:

Our professional gardening services for corporate clients, property developers, local authorities and private clients generate income that is ploughed back into and directly supports our charitable work.

Community Gardening and Flagship Sites:

We create, plant and manage community growing spaces across West and South London, including:

- **Salopian Garden (Isleworth):** We have transformed this site from a derelict plot into a thriving kitchen garden and educational hub, recognized with an 'Outstanding' award by 'Britain in Bloom: It's Your Neighbourhood' in 2024. We work with a range of community partners to deliver a variety of workshops here; over 3,800 local participants have engaged in hands-on learning at Salopian since 2015.
- **DIG Garden (Hanwell):** Recently acquired, this is a site we are in the early stages of developing, and one that expands our capacity for horticultural and environmental education, offering ample opportunities for community-led growth and innovation.

Education and Community Activation:

We provide dynamic, hands-on horticultural experiences for people of all ages and backgrounds; children, young people, adults, and volunteers alike. Through school visits, nature-based workshops, health and wellbeing sessions, and environmental education initiatives, we foster community cohesion and nurture a lifelong love of growing and green spaces. We also offer apprenticeships and professional training, helping individuals gain the skills and confidence needed to secure meaningful employment in horticulture and more broadly in sustainability.

OUR OBJECTIVES AND IMPACT

We strive to:

- **Promote Public Education in Sustainability:** Inspire and educate communities to embrace nature and horticulture, local food production, and sustainable living practices.
- **Promote Horticulture and Green Spaces:** Create training, learning, and employment opportunities for disadvantaged individuals, community groups and schools to better connect with nature, through horticulture and the creation of green spaces.
- **Promote Employment:** Equip individuals with practical horticultural skills, build confidence and a sense of connection, and create pathways into long-term employment in areas of horticulture and the environment.
- **Advance Community and Social Cohesion:** Foster inclusive, flourishing neighborhood communities through shared appreciation of nature, green spaces and the transformative power of horticultural education.
- **Protect and Enhance the Natural Environment:** Increase biodiversity in public and commercial spaces, to mitigate the impacts of climate change, through creation of community-led gardening initiatives and environmental stewardship of green spaces in West London.

APPLY NOW

Send us your application (CV and cover letter) by visiting <https://form.jotform.com/243533297020350>
For further information or to discuss this role please contact us at job.community@cultivatelondon.org.
Please visit www.cultivatelondon.org for more information

Closing Date for applications: **5pm, Friday 31st January 2025**

First interviews will be held via video call. If successful we will invite you for a 2nd interview which will take place in February in West London.

Disclaimer:

Appointment to this post is subject to an enhanced criminal records check through the Disclosure and Barring Service and references.

You must have the right to live and work in the UK. Non-EU nationals who require a work permit to take up employment will not be considered. Cultivate London is an equal opportunities employer and welcomes applications from all members of the community.

This position is subject to a 3-month probation period.

Cultivate London
Hanbury Road, South Acton London, W3 8RF
Tel | +44 (0) 20 8992 4941 | +44 (0) 7495 183669