

Job Description

Job Title:	Outdoor Learning Specialist, The Oxford Trust
Salary:	£27,500 - £30,000 annum, pro rata, plus benefits, depending on experience
Responsible to:	Head of Science Oxford Centre
Position:	Permanent (with 6-month probation)
Working arrangements:	1.0 FTE (with 0.8 FTE considered), 08:30 – 17:00. Regular weekend work (typically up to two Saturdays per month). No overtime paid but time off in lieu. Tuesday is a core on-site working day for the education and engagement team with team meetings typically held on this day.
Holiday:	25 days per annum plus bank holidays for FTE. The holiday year is January – December.
Location:	Wood Centre for Innovation, Quarry Road, Headington, Oxford OX3 8SB

The role

The Outdoor Learning Specialist will play a key role in:

1. Delivering the full primary school STEM education programme at the Science Oxford Centre
2. Leading Public Family Days on rotation (typically up to two Saturdays a month)
3. Developing and delivering inspiring outdoor science learning experiences for primary pupils, teachers, families, and community groups.

You will utilise the Oxford Trust's unique 15 acres of woodland, ponds and outdoor spaces to inspire curiosity and connection with science and nature. This will include:

- Planning and delivering engaging, hands-on outdoor science sessions for schools, teachers, families, and community groups
- Training other staff members to effectively deliver high-quality outdoor education sessions



- Using natural habitats (woodlands and ponds) to deepen knowledge of ecology and environmental science
- Designing creative resources and trails linked to the curriculum
- Supporting teachers and group leaders to make the most of outdoor learning opportunities at the Science Oxford Centre as well as inspiring and equipping them to lead activities in their own outdoor spaces
- Promoting safe, inclusive, and accessible activities for all learners
- Helping to further develop, utilise and care for the outdoor learning spaces at the Science Oxford Centre.

The role would suit an individual with:

- A passion for inspiring young people about the natural world
- Education and science communication expertise
- Experience in designing and delivering outdoor STEM education programmes for children
- Knowledge of ecology.

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As The Oxford Trust's Outdoor Learning Specialist, the post holder reports to the Head of Science Oxford Centre and works within the Science Oxford team for The Oxford Trust. The postholder's key responsibilities are:

Primary Schools Programme delivery

- Deliver engaging, hands-on science workshops, shows, and activities for primary-aged pupils at the Science Oxford Centre
- Facilitate learning through enquiry-based approaches, supporting children to explore, investigate, and problem-solve
- Ensure the safe use of resources, equipment, and facilities, maintaining a positive and inclusive learning environment
- Support the preparation, set-up, and pack-down of sessions, including handling equipment and materials

- Contribute to programme planning and development, bringing creativity and feedback to improve sessions
- Liaise with teachers and school staff to ensure workshops align with learning objectives and the primary science curriculum
- Promote Science Oxford's ethos of making science accessible, inclusive, and enjoyable for all.

Public Family Days

- Ensure the smooth running of Family Days, and concurrent Saturday Clubs, at the Science Oxford Centre on a rota basis, ensuring activities in the Exploration Zone, Live Lab, Water Lab and woodland are engaging, safe, and inclusive for children and families
- Supervise and support casual staff and volunteers, ensuring they are well-briefed, confident, and delivering high-quality visitor experiences
- Oversee visitor experience, welcoming families, responding to queries, and ensuring a friendly, inclusive, and accessible environment
- Manage health and safety, including risk assessments, safeguarding, and safe use of equipment and materials during activities
- Monitor and evaluate sessions, gathering feedback from visitors and staff to improve future Family Days.

Outdoor Learning Programme design and delivery

- Plan and deliver engaging outdoor learning sessions for primary-aged pupils, teachers, families, and community groups
- Lead hands-on workshops and STEM-focused nature activities that connect science with the environment.
- Inspire the next generation to care for wildlife and our planet through meaningful, nature-connected experiences
- Help young people understand the science of climate change and encourage positive action for a more sustainable future

- Develop and deliver activities that engage learners with issues around climate change, sustainability, and biodiversity, linking global challenges to local action
- Introduce young people to careers in science, environmental education, and conservation, inspiring the next generation of STEM and nature professionals
- Adapt activities to meet the needs of different audiences and learning styles
- Showcase the wellbeing benefits of exploring and learning in natural spaces.

Curriculum & resource development

- Design and develop outdoor science resources, activities and trails linked to the national curriculum
- Contribute to the ongoing development of the Science Oxford woodland, ponds, and outdoor learning facilities.

Partnership & outreach

- Build strong relationships with teachers, schools, and local community groups to promote outdoor science learning
- Represent Science Oxford at events and teacher professional development sessions
- Work with conservation volunteers to optimise the outdoor learning spaces.

Health, safety & inclusion

- Ensure all activities are delivered safely, managing risk assessments and safeguarding requirements
- Promote inclusivity and accessibility in outdoor learning opportunities.

Evaluation & impact

- Collect feedback and evaluate sessions to demonstrate impact and inform improvements
- Support reporting for trustees, funders and stakeholders.

Collaboration and teamwork

- Work closely with the wider Education and Engagement team to share expertise, co-develop ideas, and support delivery across indoor and outdoor learning programmes
- Contribute to the delivery of seasonal programmes such as Holiday Clubs, the Big Science Event, and the Winter Livestream, bringing an outdoor learning perspective where appropriate
- Collaborate with the Communications and Marketing team to promote outdoor and outreach activities, contributing content for brochures, newsletters, e-communications, social media, and press releases
- Support colleagues across The Oxford Trust by contributing to whole-team projects, training sessions, and events.

Notes:

- This job description is not intended to be exhaustive. The post-holder will be expected to adopt a flexible attitude to the duties which may have to be varied (after discussion with the post-holder) subject to the needs of the Charity, and in keeping with the general profile of this post.
- The post-holder is required to have an enhanced DBS check.

General management

As for all staff, the post holder must take responsibility for their own personal management and development and manage physical resources effectively, including:

- Responsibility for ensuring personal health and safety by following safe systems of work, and by meeting the requirements of the health and safety policy
- Ensuring that the organisation's equal opportunities policies are followed and actively practice social inclusion within own area of service
- Reading and responding to internal communications and information which is disseminated

- Participating in the Trust's agreed performance appraisal system
- Ensuring that all resources (including IT hardware and software) are used safely, legally and efficiently
- Complying with GDPR and financial regulations and the Trust's other policies and systems
- Undertaking safeguarding training as required

Work experience, skills & knowledge

Person specification:	Essential	Desirable
Qualifications:		
Educated to degree level or equivalent experience (ideally in a STEM, education, ecology or science communication-related field)		√
Teaching qualification, Forest School Leader training, or equivalent outdoor education certification		√
First Aid training (preferably Outdoor First Aid)		√
Knowledge and skills:		
Knowledge of UK habitats, ecosystems, and environmental science concepts relevant to primary school pupils	√	
Knowledge of the national curriculum in science, particularly at primary level	√	
Strong science communication skills, with ability to translate complex scientific ideas into engaging, age-appropriate content for children, families, and non-specialist audiences	√	
Confidence in presenting to groups of children, teachers and families	√	
Experience adapting content for different audiences and learning needs		√
Experience building rapport with school leaders, teachers and educational partners		√
Excellent communication (written and verbal), presentation and interpersonal skills	√	
Excellent knowledge of the UK school system	√	

Experience of:		
Outdoor/environmental education or science communication	√	
Working in a science centre, museum, nature reserve, or similar informal learning setting		√
Creating engaging, inclusive, enquiry-based and interactive science workshops for primary-aged pupils	√	
Developing educational resources and trails	√	
Ability to manage groups safely in outdoor environments, including behaviour management	√	
Leading a specific area of work or project (e.g. developing a programme, managing resources, or coordinating activities) and seeing it through to successful delivery	√	
Impact evaluation, data collection, and reporting		√
Evidence of:		
Strong skills in engaging and inspiring young people and adults in an outdoor setting	√	
A passion for STEM education and inspiring the next generation about STEM careers	√	
The ability to be a strong team player who recognises and values colleagues' different perspectives and expertise	√	
Strategic thinking and the ability to plan and prioritise workload effectively	√	
Being a creative problem solver who is adaptable, with a growth mindset in a rapidly evolving field	√	
Commitment to safeguarding	√	

Background information

- Established in 1985, The Oxford Trust is a charity with the mission to encourage the pursuit of science. We do this by running programmes across three areas – innovation (supporting early-stage science and tech start-ups), education (inspiring young people about science) and engagement (engaging public audiences with science). Science Oxford is our education and engagement brand. The innovation programme is operated under the Trust's parent brand.

- The charity is run by a board of trustees, who have mostly held leading roles in business, education or the sciences.
- The position of Outdoor Learning Specialist is currently one of 26 full- and part-time posts employed by the Trust. Our experienced team works with a wide range of stakeholders across the region, enhancing innovation and bringing science to life for young people, their teachers and families.
- The Trust is deeply involved in the entrepreneurial life of the county, supporting grass roots and early-stage STEM innovation in many different ways and helping facilitate Oxfordshire's world class ecosystem through partnerships its innovation centres.
- The Trust operates two innovation centres in Oxford: the Oxford Centre for Innovation in the city centre and the Wood Centre for Innovation in Headington, home to early-stage and growing tech companies. The income from the centres provides most of the funding for the Trust's education and engagement programmes.
- The Trust's Education and Engagement programmes are run through Science Oxford, the region's leading developer and provider of STEM curriculum support and enrichment. We run an extensive primary outreach programme and primary school visits to the Science Oxford Centre. In addition, we run a secondary STEM careers programme.
- Our engagement programme includes family events at the Science Oxford Centre on Saturdays as well as community activities.
- Our Thinking, Doing, Talking Science programme research-based best practice pedagogy is the ethos behind all Science Oxford's programmes.
- The Science Oxford Centre – the UK's first hands-on indoor-outdoor facility for early years and primary-aged children – adjoins the Wood Centre for Innovation, where the Trust has its offices.
- Whilst the Trust funds most activities through its own on-going investments, it collaborates with other like-minded organisations in a way that makes a difference to the people it engages with.



How to apply

To apply, please email a CV and covering letter explaining your suitability for the role to jobs@theoxfordtrust.co.uk

Please contact Emily Brooker-Fisk emily.fisk@scienceoxford.com, if you would like to discuss the role or arrange a site visit.

Applications will be reviewed on a rolling basis.