



Job Title: Community Engagement Officer

Location: Over The Wall Camp, Ockbrook, Derbyshire

Reporting to: Senior Regional Development Manager

Employment Type: Part-time (21 hours a week)

Salary: £32,000 p.a. pro rata (£19,200 based on three days a week)

Duration: 12 month fixed-term contract (with potential to extend)

About Over The Wall Camp: Over The Wall Camp (OTWC) is a children's charity dedicated to providing life-changing experiences for children with serious illnesses and their families. Our mission is to create a supportive and engaging environment where children can build confidence, make friends, and have fun.

Role Overview: This role is funded by The National Lottery Heritage Fund.

We seek a passionate and dynamic Community Engagement Officer to join our team at OTWC's site in Ockbrook, Derbyshire. The successful candidate will be crucial in establishing and implementing a new heritage and engagement programme, promoting OTWC, engaging the local community, and fostering support for our initiatives. This role requires a self-starter with excellent communication skills, a strong presentation ability, and a commitment to inclusivity and diversity.

Key Responsibilities:

- Managed by the Senior Regional Development Manager, and in collaboration with Heritage Officer, promote OTWC and raise awareness by organising and facilitating visits to the Ockbrook site, engaging the local community, and garnering support and membership for the Friends of Over The Wall Camp Group.
- Capitalise on engagement opportunities to promote support for OTWC.
- Work with the Heritage Officer to prepare and deliver presentations to various groups to promote the site's heritage and OTWC activities.
- Manage the administration of the 'Friends of Over The Wall Camp Group'.
- Collaborate proactively with the Embark Federation and other schools to promote the use of the site for educational, play, and heritage purposes.
- Volunteer management, establishing and managing different site community groups, such as events committee, to enhance local engagement and support for onsite and offsite activities.

- Ensure broad and diverse community engagement, especially in reaching diverse, disadvantaged, and vulnerable populations.
- Manage meeting preparations and ensure the site is prepared for visits/presentations, working closely with the leadership team and other staff.
- Perform any other tasks as required to support the mission of OTWC.

Essential Skills and Qualifications:

- Excellent communicator, comfortable preparing and delivering presentations. (E)
- Self-starter with the ability to work independently with minimal supervision. (E)
- Proficient in Microsoft 365 Suite applications (Outlook, Word, Excel, PowerPoint) and Canva. (E)
- Resides locally (Derbyshire, Nottinghamshire) and has ability to travel to the site and other local locations. (E)

Narrative: At Over The Wall Camp, we believe in the power of community and the importance of creating inclusive and engaging environments for children with serious illnesses and their families. Our new Community Engagement Officer will be at the heart of this mission, working tirelessly to promote our site at Ockbrook and foster strong connections with the local community. This role is perfect for someone who is passionate about making a difference, has excellent communication skills, and thrives in a collaborative environment. By organising visits, delivering presentations, and working with schools and community groups, the Community Engagement Officer will help us achieve our goal of creating a vibrant and supportive community around OTWC. If you are a self-starter committed to inclusivity and a love for community engagement, we would love to hear from you. Please send your CV to sophie.parkins@otw.org.uk to be considered for this role.