



## City of Bradford Metropolitan District Council Job Profile

<b>Reference Number</b>	50233084
<b>Role Title</b>	Community Engagement Officer – Nature Towns and Cities
<b>Directorate</b>	Growth
<b>Service Area</b>	Planning Transportation & Highways
<b>Reports to</b>	Saira Ali, Team Leader, Landscape Design & Conservation

### Role Purpose (maximum of 3 points, with no sub bullet points)

a motivated and people-focused Community Engagement Officer to assist in the delivery of the Nature Towns and Cities: Bradford's Green Blue Steppingstones (BGBS) programme. This flagship project aims to transform access to green and blue infrastructure across Bradford and its surrounding towns, enhancing biodiversity, promoting health and wellbeing, and inspiring community action - a bold initiative to reconnect people with nature through more inclusive, biodiverse, and resilient urban spaces.

The Community Engagement Officer will be central to building strong, meaningful relationships with local communities, schools, faith groups, and voluntary organisations. Leading on outreach, co-design activities, and creative engagement that ensures communities feel ownership and agency in shaping the green and blue spaces around them.

### Duties and Responsibilities (maximum of 15 points, with no sub bullet points)

- Design and deliver engagement strategies tailored to different communities and age groups across the district.
- Facilitate workshops, events, site visits, and creative activities to support co-design and place-based storytelling.
- Build strong relationships with local residents, schools, community leaders, and underrepresented groups.
- Build resilience in partnerships.
- Work closely with the design and delivery team to ensure community voices are embedded throughout the project lifecycle.
- Help to identify barriers to access and inclusion and develop strategies to overcome them.
- Support the collection of feedback, case studies, and stories to capture learning and impact.
- Promote opportunities for volunteering, youth participation, and skills-building linked to green and blue infrastructure.
- Represent the project at community events, neighbourhood meetings, and city-wide networks.

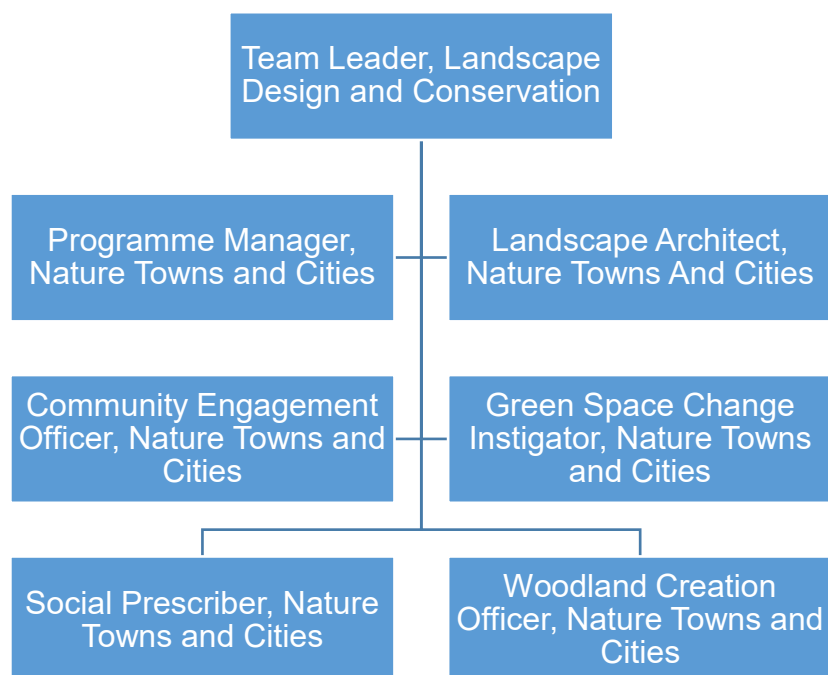
**Dimensions of role (direct or indirect as applicable) e.g. total number of staff managed, total budget, total scope of role**

Nature Towns and Cities: Bradford's Green Blue Steppingstones (BGBS) programme has a budget of £950k (including a grant of £850k administered by the National Lottery Heritage Fund on behalf of the Nature Towns and Cities partners the National Lottery Heritage Fund, the National Trust and Natural England) and will run until June 2028. The Community Engagement Officer – Nature Towns and Cities will contribute to the delivery of the BGBS project and achieving the approved purposes of the funding.

The Approved Purposes of the funding are:

1. Attendance and participation in regular online network events and cohort learning sessions, to contribute to cohort working and to attend in-person visits to learn from other projects. This is anticipated to be a day a month for the duration of your project.
2. Develop a pipeline of possible capital project interventions, identifying areas for investment, conducting feasibility studies, developing detailed project proposals, and preparing projects for funding.
3. Acknowledge funding using Nature Towns and Cities branding in all printed media, website and social media output, and in all formats.
4. Commission a Green and Blue Infrastructure (GBI) Strategy to provide an understanding of the assets, define the network, and provide evidence to support policies within BMDC's Local Plan. It will identify gaps in provision and support partners in developing projects to provide new and enhance existing GBI. A new Parks and Green Spaces Strategy, will align plans for management and maintenance, ensuring that GBI is integrated into future planning.
5. In partnership with Bradford Institute for Health Research, mapping and evaluating the public health and wellbeing benefits that arise from access to GBI in Bradford. The data will assess the relationship between green spaces and public health, identify health disparities and measure specific health outcomes.
6. Evaluate sustainable models for maintaining GBI, assessing current approaches and explore alternative models.
7. Deliver social-prescribing using nature-based interventions. Create clear referral pathways to offer guided walks, community gardening, nature therapy, or volunteering as a way for individuals to engage with green spaces for health benefits.
8. Develop educational resources to integrate nature education into school curriculums. Creating activity books, interactive guides, digital resources, toolkits and developing workshops and outdoor experiences to directly engage children with nature.
9. Create capacity-building initiatives, such as facilitating partnerships, offering training and disseminating best practices that aim to empower local community partners to engage with and take ownership of GBI.
10. Evaluate and develop habitat banks and biodiversity net gain credit use, as a mechanism to fund and sustain green infrastructure, support biodiversity recovery, and deliver long-term environmental and social benefits.
11. Engage major urban landowners such as Yorkshire Water, faith groups, NHS, and schools to unlock potential underutilised or strategically located land for nature-based interventions.
12. GIS mapping to create more joined up habitat networks, using data in the 2021 Bradford Council Open Space Audit and collating qualitative and quantitative site assessments of habitats.

## Structure Chart (showing direct reports)



## Person Specification

### Knowledge / Skills / Experience required

#### Essential:

- Proven experience in community engagement, outreach, or participation (paid or voluntary).
- Strong interpersonal and communication skills with the ability to build trust and rapport across diverse communities.
- Experience planning and delivering inclusive, accessible events and activities.
- A genuine passion for social and environmental change, with a commitment to equity and representation.
- Ability to work independently and as part of a collaborative, cross-disciplinary team.
- Creative, flexible, and responsive to community needs and opportunities.

#### Desirable:

- Knowledge of Bradford's communities, cultural context, and neighbourhood networks.
- Experience collaborating with schools, youth groups, or faith-based organisations.
- Familiarity with green space, public health, or nature-based community programmes.
- Spoken languages in addition to English welcomed.

<b>Key benchmarked competencies, traits and motives required to successfully deliver the role. These will support recruitment, succession planning, development and performance management</b>		<b>Essential</b>
<b>Health and Safety</b>	Uses knowledge of Health, Safety policies, procedures and regulations including risks in own area of work	Yes
<b>IT Packages</b>	Uses a range of complex IT packages relating to area of work	Yes
<b>Service Improvement</b>	Ability to adopt a process of continual improvement and suggest ways of working more efficient and effectively to improve service delivery	Yes
<b>Continued professional Improvement</b>	Carries out a variety of working practices, applies complex regulations, rules, procedures and processes across a technical /specialist area	Yes
<b>Communication</b>	Knows and understands how to use, interpret, handle and communicate, often complex and detailed information, and relay it to service users/stakeholders in writing and/or over the telephone / face to face.	Yes
<b>Numeracy &amp; Literacy</b>	Demonstrates a high level of numeracy, literacy and accuracy across a range of activities	Yes
<b>Relevant Professional Qualification</b>	Educated to Degree/Graduate level in a relevant discipline and member of a relevant professional body	Yes
<b>Carries out performance management</b>	Covers the employees' capacity to manage their workload and carry out a number of specific tasks accurately and to a high standard.	Yes
<b>Communicates Effectively</b>	Covers a range of spoken and written communication skills required as a regular feature of the job. This includes exchanging information/building relationships, giving advice and guidance, counselling, negotiating and persuading and handling private, confidential and sensitive information.	Yes
<b>Carries Out Effective Decision Making</b>	Covers a range of thinking skills required for taking initiative and independent actions within the scope of the job. This includes planning and organising, self-effectiveness and any requirements to quality check work.	Yes
<b>Undertakes Structured Problem-Solving Activity</b>	Covers a full range of analytical skills required for gathering, collating and analysing the facts needed to solve problems. This includes creative and critical thinking, developing practical solutions, applying problem solving strategies and managing interpersonal relationships.	Yes
<b>Operates with Dignity and Respect</b>	Covers treating everyone with respect and dignity, maintains impartiality/fairness with all people, is aware of the barriers people face.	Yes
<b>Practices Appropriate Leadership</b>	Our managers motivate their staff to exceed expectations through raising their awareness of goals and moving them beyond self-interest for the sake of the team or service. They consider serving the District in all that they do.	Yes
<b>Operates with Strategic Awareness</b>	Our managers work with corporate priorities and policies in a joined up way with others, internally and externally. Works democratically, transparently and accountably.	Yes
<b>Delivering Successful Performance</b>	Our managers monitor performance of services, teams & individuals against targets & celebrate great performance. They promote the District's vision & work to achieve Council's values & agreed outcomes.	Yes
<b>Applying Project and Programme Management</b>	Our manager's work to ensure that outcomes and objectives are achieved within desired timescales, make best use of resources and take a positive approach to contingency planning	Yes

<b>Developing High Performing People and Teams</b>	Our managers coach individuals and teams to achieve their potential and take responsibility for continuous improvement. They champion the Council's values and goals	Yes
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**Applicants with disabilities are only required to meet the essential special knowledge requirements (clearly marked)**

Due to the Governments Fluency in English Duty for posts where employees speak directly to members of the public the postholder is required to meet the Lower threshold level.

You should be able to demonstrate that you can use a wide range of simple words and a standard English sentence structure to express and maintain a flowing conversation even though you pause to think of the correct words with the ability to express and make yourself understood (this will also be tested during the interview).

<b>Completed by:</b>	<b>Saira Ali</b>	<b>Date:</b>	<b>31.10.2025</b>
<b>Quality checked:</b>	<b>Ian Poppleton</b>	<b>Date:</b>	<b>24.10.2025</b>

