



Sustainability
Officer

Job
Description –
DLT 2436/G11

Sustainability Officer

Fixed Term (18 months initially)

Location - David Livingstone Birthplace Museum

Reporting to – Head of Operations

Salary - £24,000 per annum – 37.5 hours per week

The museum and grounds have reopened after a three-year refurbishment programme during which the A-Listed building has been transformed with a brand-new exhibition, which tells Livingstone’s story for a multiple-perspectives approach, as well as a refurbished retail and café offering.

We are looking for an enthusiastic self-starter who is happy to work on their own but also as part of a team. Someone who is interested in driving the sustainable and green agenda within a business but also people focused with compassion and understanding of local community need. An interest in working with people with varying needs would be an advantage.

Some experience or interest in this area would be an advantage but not essential.

A love of the outdoors is welcomed.

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Key Deliverables:

- To develop and implement a project timeline that encompasses the goals and specification outlined.
- To work with volunteers and staff to deliver workshops and work placements in line with the strategy and project outcomes.
- Develop the volunteer gardening team to build the project into the grounds plan to compliment the current requirements.
- Understand the HSEQ requirements of working with a diverse group both inside and outside.
- Understand the needs of people suffering from social isolation and loneliness and the perceived barriers to engaging with them.
- Develop relationships with partner organisations that will ensure our offerings are acknowledged and are meeting the requirements of their client base.
- To undertake any other duties as may reasonably be required as part of the David Livingstone Centre team.
- To develop a growing schedule for both indoors and outdoors to manage a small build project.

This job description is intended only as a guide to the range of duties involved. The successful candidate will need to be flexible and adaptable to respond to other duties that may be required from time to time and the changes and developments within the museum.

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Required Qualifications, Skills, Experience and Knowledge

Qualifications

- No formal qualifications are required but experience of working outdoors with various groups is preferred.
- Relevant training will be provided as required

Desirable Skills, Experience and Knowledge

- Ability to work in, and lead a team to a high and safe standard.
- Work well with people of all backgrounds, age and ability
- Ability to be proactive and take the initiative.
- A desire to understand the importance of working within a historical setting and the care required within a Grade A-Listed building and museum exhibition.
- Excellent customer service skills
- Knowledge of gardening and growing seasons
- A warm and welcoming approach to all groups and visitors in an efficient manner
- An understanding that everyone has different learning styles and allowances should be made for this

All applications should be sent to hr@dltrust.uk

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