



Job Description Confidential

Head of Nature

Location	Reports to	Hours	Salary
Bore Place, Chiddingstone	CEO	37.5 hours weekly - flexible working available, part-time considered	£35,000

To apply

- Please send a CV and cover letter to jobs@boreplace.org telling us why you are the ideal candidate for this role
- Deadline: 8th September 2025

Mission for the role

Bore Place is a unique 500-acre estate nestled in the heart of the countryside, combining an organic farm, thriving market gardens, a venue for events, and an environmental education centre. Our mission is to bring sustainability to life and provide transformative opportunities for young people, communities, and the public.

For nearly 50 years, we have championed environmental stewardship through organic farming, sustainable energy production, and diverse educational programmes. We continue to evolve with a strong commitment to nature and climate friendly farming, sustainability, and social impact. As we embark on an exciting journey under the leadership of a newly appointed CEO, we are looking for a passionate and driven individual to lead our **Farming, Nature, and People Together** project and help shape the future of Bore Place.

This role is funded by the **DEFRA Farming and Protected Landscape Programme**

Your role

We're looking for a motivated individual who can help us put **nature at the heart of everything we do**. You'll take the lead on our project that connects farming, nature, and community, ensuring all aspects of our work are aligned with our environmental and social goals.

Key responsibilities include:

- Representing nature in decision-making across the organisation
- Leading the **Farming, Nature and People Together** project from start to finish
- Managing and reporting on the project's progress using our established framework
- Delivering key project outcomes on time and on budget, including:
 - Developing and managing a farm cluster programme
 - Overseeing habitat creation, species monitoring, and educational initiatives
 - Supporting volunteer, community, and public engagement programmes

Direct Responsibilities

As part of our collaborative team, you will:

- Work closely with the Senior Leadership Team to ensure nature is embedded in our decisions and practices
- Participate in weekly planning meetings with the Education and Community Team to align priorities and ensure smooth project delivery
- Contribute to and take part in Bore Place events and initiatives
- Oversee day-to-day project management, including:
 - Acting as the main point of contact for project enquiries
 - Managing consultants and contractors
 - Budget management and grant administration
 - Supervising project staff and volunteers
 - Coordinating external partners and stakeholders
 - Overseeing project publicity and media outreach
 - Overseeing the delivery of habitat creation work
 - Manage budget and grant reporting
 - Liaise with partners and collection contributors
 - Recruit, train and manage staff
 - Work with the Director to identify and devise opportunities to develop the work beyond the lifetime of the project

Legal requirements

- Adhere to health and safety, fire risk, food hygiene, COSHH and other statutory regulations

Person specification**Essential Qualifications & Experience**

We are looking for a candidate with:

- Love of nature and the outdoors
- A degree or relevant qualification in ecology, agro-ecology, or a related field, or equivalent experience
- Proven track record in managing projects, budgets, and deadlines
- Experience in managing and mentoring staff and volunteers
- Ability to collaborate with various community organisations and partners
- Strong communication skills for writing press releases, reports, and promotional materials
- A love for the outdoors and passion for sustainability
- A valid driving licence and access to own transport

Desirable

- Experience in managing and delivering Heritage Lottery Funded projects
- A background in mentoring and supporting others to grow and succeed

Our Values**Inspire**

Inspiring and learning through experience - We inspire people to look after the Earth, enjoy the living world and become guardians of its future.

Regenerate

Regeneration in action - We seek to be a real-life model of regenerative practice and instill this at the core of everything we do.

Collaborate

Making a Difference Together - People and partnerships are at the heart of our organisation. We acknowledge that to achieve real change we need to work with others. This collaborative approach is key to our success.

Be Inclusive

A fair and inclusive environment - We champion and promote inclusion, equality, and diversity always. We aspire to be an organisation where people feel valued and included equally.

Take Ownership

Personal and collective responsibility - Bore Place belongs to us all. Together we care for the land and provide a well-managed, accessible space, rich in wildlife where our values are central to our actions and choices.

Benefits of the role and working at Bore Place

- A dynamic and diverse role where you can make a real impact.
- Flexible working arrangements.
- Competitive salary and a comprehensive benefits package:
 - 38 days of paid holiday (including bank holidays)
 - Pension scheme
 - Coaching and personal development opportunities
 - Life insurance and Employee Assistance Programme
 - Discounts on courses and food
- A stunning countryside location with free on-site parking

Diversity

At Bore Place, we are committed to fostering a diverse and inclusive workplace. We welcome applicants from all backgrounds and are dedicated to providing equal opportunities. We strive to make our hiring process accessible to all, so please inform us of any special arrangements you may need.

Safeguarding and DBS

The safety and welfare of children and other vulnerable people at Bore Place is extremely important to us and is why we pride ourselves on our Safeguarding procedures. All positions at Bore Place are subject to a Disclosure & Barring Service (DBS) check at the appropriate level.

Right to work in the UK

It is a requirement that any successful applicant has the right to work in the UK and can provide evidence of this. This would be an express term and condition of your employment with us.

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