

Access & Community Officer Job Description



Your Park Bristol & Bath is a young charity committed to everyone enjoying the benefits of Bristol and Bath's parks. We work in partnership with communities who are least likely to visit parks and aim to increase park use through a range of projects.

We have published research into the experience of Disabled people and carers (DP&C) when trying to use Bristol and Bath's parks. [Not just a check box](#) identifies many challenges DP&C face when trying to use parks and makes recommendations for how to improve things for these connected communities.

We have built a partnership of national and local DP&C organisations and secured funding from the Heritage Lottery Fund to take forward these recommendations through the Parks 4 All project.

This role will support the Parks 4 All project to create safe, inclusive, welcoming and enjoyable parks that DP&C can access for their free health and wellbeing benefits.

The Parks 4 All project will:

1. Co-develop ideas and influence change to reduce barriers to access parks with and for DP&C;
2. Test, develop and promote community led Park Access Assessments in Bristol and Bath;
3. Publish the Park Access Assessment Toolkit and encourage communities to use it nationwide;
4. Create and oversee a programme of accessible volunteering opportunities;
5. Support Friends of Groups to make their parks and park activities more inclusive;
6. Pilot a user-led digital platform to share accurate park facility information.

We want you to apply if you have your own experience of challenges visiting your local parks. We want to receive applications from Disabled people and carers.

Role Profile

Reports to: Access & Community Lead

Hours: 0.7-0.8FTE (24.5-30 hours per week), worked flexibly to suit your needs.

Contract: 12-month contract with intention to extend.

Salary: circa £26,000 FTE.

Location: Home-based contract with access to shared office space at Engine Shed. Please note that this role involves remote working. There will be weekly travel for meetings, site visits and to support activities and volunteers.

Benefits: Nest pension after probation period, Employee Assistance Programme, Disabled Committed Employer, Living Wage Employer, flexible working with access to

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shared office space, 25 days annual leave pro rata with additional leave for your Birthday and office 'closure' between Christmas and New Year.

[Find out what it's like to work for us here.](#)

What you will do

Your aim will be to increase the number of DP&Cs taking part in nature-based activities in parks. To do this you will make a programme of inclusive and accessible volunteer opportunities across Bristol and Bath that will include sensory walks, nature based volunteering and nature connection activities.

You will be responsible for developing and running our Sensory Walk Volunteer programme (working with DP&Cs). You will set up systems and processes, recruit DP&C volunteers and support them to be confident in leading sensory walks in their local parks. You will work with local DP&C organisations and Sense UK to coordinate, promote, deliver and evaluate all sensory walks.

You will work with our Nature & Community Leads and other people running park activities to support DP&C to get involved in more accessible nature-based volunteering. You will ensure activities are designed for participants needs and that they have everything they need to take part.

Friends of Park Groups across Bristol & Bath are committed to making their activities and parks more inclusive. You will support them to make Accessibility Guides for their park, provide training in how to make their activities more inclusive and support DP&Cs interested in volunteering to attend their first sessions with Park Groups.

You will provide support to the Access & Community Lead and Project Working Group as required, including by writing materials for the project including blogs for the website, newsletters, reports, posters and social media posts.

Key responsibilities

Across all of your responsibilities you will champion the needs of Disabled people and carers and adhere to the principles of [Nothing About Us Without Us](#) to:

- Build partnerships with local DP&C organisations to find DP&C who are interested in using parks and being involved in activities;
- Work with our Nature & Community Leads and other group facilitators to identify accessible volunteer opportunities and work with DP&Cs to attend;
- Create a database of inclusive and accessible activities in parks;
- Establish and co-ordinate the Sensory Walk Volunteer programme, leading recruitment and putting in place the support needed for DP&C to attend;
- Work with our project team to improve accessibility of all Your Park Bristol & Bath activities;
- Work with Friends of Group members and park volunteers to support them to welcome DP&C to their parks and activities;

- Liaise with Friends of Groups and provide advice and guidance in the creation of Accessibility Guides for their websites;
- Take part in the Parks 4 All Project Working Group by attending meetings and taking minutes;
- Collect case studies to demonstrate the impact of our work;
- Write blogs, report and social media posts for external audiences about the project;
- Use our database, Donorfy, to keep up to date records for all project participants and volunteers.
- Review and stay on top of the latest research on inequities in parks and green spaces including our own.

Ideally you will use your lived experience of barriers to parks to inform your work.

Knowledge, skills & experience needed

	Essential	Desirable
Knowledge	<p>Good knowledge of Bristol and Bath.</p> <p>Knowledge of Asset Based Community Development, Nothing About Us Without Us and the Social Model of Disability.</p> <p>Good understanding of how to work with communities and partners.</p> <p>Knowledge of best practice in volunteer management.</p>	<p>Relationships with local DP&C organisations and communities.</p>
Skills	<p>Thoughtful, compassionate and patient.</p> <p>Good at working with people.</p> <p>Good communication, written and presentation skills.</p> <p>Creative thinker and problem solver.</p> <p>Seeing differences in how others think and behave as an advantage.</p> <p>Well organised and able to manage multiple priorities.</p>	
Experience	<p>Experience working with communities, particularly Disabled people and carers.</p>	<p>Your own experience of challenges</p>

	<p>Experience working in partnership with a range of organisations, people and groups.</p> <p>Experience supporting or leading volunteer programmes.</p> <p>Experience running inclusive activities outdoors or in public spaces.</p> <p>Experience of project management</p>	<p>visiting your local parks.</p> <p>Experience using CRM systems and databases.</p>
Other requirements	<p>Passionate about parks and improving access for communities not using them.</p> <p>Aligned with our values.</p> <p>Must hold or be willing to undergo an Enhanced DBS check.</p>	

Don't meet all the criteria?

Remember that you don't have to have work experience to have the skills or knowledge to do a great job. We are interested in your potential, so encourage you to use examples from outside of work too for your covering letter.

Impostor Syndrome

Impostor syndrome is the overwhelming feeling that you don't deserve your success. It can convince us that we are not as intelligent, creative or talented as we are. It often strikes when applying for a job. If you recognise feelings of imposter syndrome during your job search, you'll find some [useful tips to help overcome it here](#).

Diversity and inclusion

Our team has people from a wide variety of backgrounds, and it makes us stronger. If you share our values, you will find a home at Your Park Bristol & Bath.

All applicants will be treated equally but we want to increase the level of lived experience of challenges using parks in the team. We want to receive applications from visibly ethnic minority people, Disabled people, people who are caring for a loved one, and people from low-income households. For this role, we especially want to receive applications from Disabled people and carers.

Please state whether you would like to be considered under our guaranteed interview scheme for Disabled or visibly minority ethnic candidates. This scheme guarantees these groups an interview if they clearly set out in their cover letter how they meet the essential skills, experience and qualities.

How to apply

Please submit your application via CharityJobs. Your application should include:

- Your CV
- A covering letter of no more than two pages setting out how your skills and experience meet the person specification

For questions about the role or if you need any adjustments to the application process to help you apply, please contact jobs@yourpark.org.uk or call **07742 881566**.

Applications close at midnight on **Sunday 7th September 2025**.

Submit your application here: <https://www.charityjob.co.uk/jobs/your-park-bristol-bath/access-community-officer/1032697>

First interviews are 30 mins online and successful candidates are invited to a second interview which will be held in person, at the Engine Shed in Bristol.

We send all interview questions in advance and we would like someone to start as soon as possible.