

Education Officer

Godinton House Preservation Trust

Godinton House, Great Chart, Ashford, Kent TN23 3BP

An exciting opportunity as an Education Officer is available at the Godinton House Preservation Trust to support the Head of Learning in delivering the educational programme, which focuses on the natural environment and heritage.

The Trust owns and manages a beautiful Jacobean mansion and 12 acres of gardens situated in historic parkland, along with a wider estate that includes farms, woodland, and the River Stour. The current education programme provides meaningful learning experiences for primary school children, local groups, and adults through workshops. These sessions are delivered on-site, making use of the natural environment, an education centre, Godinton House, and the formal gardens.

The Role

The role will include the following elements:

- Supporting the Head of Learning in organising, preparing, and delivering a wide range of educational sessions, mainly for primary school-aged children.
- Developing and coordinating a new programme of adult educational workshops, utilising the estate's diverse resources and heritage.
- Supporting the Head of Learning with administrative duties, such as completing risk assessments, arranging coach bookings, liaising with local schools and education providers, and preparing resources ahead of educational sessions.

The Education Officer will report directly to the Head of Learning and will collaborate with other members of the staff team involved in delivering the programmes.

The Individual

We are looking to recruit an enthusiastic and creative individual with the following attributes:

- Previous experience working in an educational environment, preferably with primary school children, and a strong enthusiasm for outdoor learning.
- An understanding or appreciation of the natural environment and a willingness to assist in delivering a programme (supported by key staff and external providers) encompassing natural sustainability, biodiversity, conservation, and horticulture.
- Excellent communication skills and an ability to work independently and as part of a team.
- Willingness to assist with all aspects of the education programme as directed by the Head of Learning.
- Good administration and organisational skills.

The Package

- A full-time position of 40 hours per week. However, applications from exceptional candidates seeking part-time hours would be considered.
- A FTE salary of £27,000 per annum plus pension.
- 33 days' holiday per annum, including bank holidays.

- The position is to start as soon as possible. Working hours are 08.30 to 17.00, Monday to Friday.
- Interviews are to be held on Friday 15th August 2025.

How to Apply

Applications should be submitted with a CV and covering letter addressed to Helen Bowden at recruitment@godintonhouse.co.uk, by 01 August 2025. Applicants invited for interview will be asked to attend at Godinton House, Godinton Lane, Great Chart, Ashford, Kent TN23 3BP. Interviews will be held in person on 15th August 2025.