



## ENGLISH RIVIERA UNESCO GLOBAL GEOPARK

### JOB DESCRIPTION:

<b>Title:</b>	Education & Engagement Consultant
<b>Project:</b>	TerraFirma
<b>Commissioner:</b>	English Riviera UNESCO Global Geopark
<b>Contract Period:</b>	15 Sept 2025 – 15 March 2027
<b>Closing date:</b>	8th August 2025 -5pm
<b>Client Contact:</b>	Melanie Border, Coordinator English Riviera UNESCO Global Geopark

### Overview: About the English Riviera UNESCO Global Geopark

The English Riviera UNESCO Global Geopark (ERUGGp), the Geopark, is one of Earth's extraordinary places, covering the whole of the unitary authority of Torbay. The Geopark, incorporating the three towns of Torquay, Paignton and Brixham, celebrates, conserves, enhances, and protects the unique and diverse natural and cultural heritage of this naturally inspiring area of South Devon. Working with multiple local and regional partners it is a driver for community education and engagement, expansion of the tourism offers, and sympathetic regeneration through sustainable social and economic development.

The Geopark aims to reconnect human society at all levels to the local area, to the wider environment, and to celebrate how Torbay's 400-million-year long history has shaped every aspect of our lives and our societies - past, present and future. Mindful of the climate and ecological emergencies, it seeks to raise awareness and lead by example, supporting our communities to value, protect and engage with our natural environment.

The Geopark encompasses a landscape of international geological significance, holistically managed across protection, education and sustainable development. It is one of 229 UNESCO Global Geoparks across 50 countries (10 in the UK). 46% of our Geopark is undeveloped, incorporating the whole of Torbay: 64.2km<sup>2</sup> of land and 42.5km<sup>2</sup> of marine environment. The designation is based upon the international importance of 32 geosites and their significant historical contributions to geological and archaeological sciences.

Designated collections at Torquay Museum, alongside finds held in National collections, evidence earliest modern humans in north-west Europe; human settlements shaped by geological foundations, natural harbours leading to growth of fishing industries, providing safety for naval fleets, a catalyst for building Napoleonic Forts at Berry Head; extensive sandstone and limestone quarrying, marble and terracotta industries. Built heritage assets, many hewn from extraordinary coastal and inland quarries, are testament to Torbay's diverse geology, cultural past and inhabitants. The landscape has shaped intangible heritage that root the collective past through stories, memories and ways of life.

The English Riviera UNESCO Global Geopark is not a standalone organisation. Its activities are delivered collaboratively by Core Partners and supported by Associate Partners, a combination of public, private and voluntary organisations. The English Riviera Geopark Organisation Ltd (ERGO Ltd) is the overarching body responsible for the management of the Geopark. All Core Partners have a seat on the Geopark Management Group (GMG) - the decision-making body. The Geopark has a ten-year Management Plan 2023-2033 with five key objectives:

1. Ensure compliance with UGGp Statutes and Guidelines for the retention of the UNESCO recognition for Torbay
2. Review and act to focus the effectiveness of operations, partnerships, and programs to meet the vision
3. Broaden the reach of the ERUGGp in order to maximise the benefit of the designation to the local area socially, economically and environmentally
4. Increase opportunities for public awareness and involvement
5. Embed the principals of the Sustainable Development Goals and support Torbay's ambition to be Carbon Neutral by 2030

The full, two part Geopark Management Plan is available [here](#) which provides further detail of the ERUGGp's governance and management structure, funding, partners, activities and operations.

## **About the Project**

Project TerraFirma is made possible with The National Lottery Heritage Fund. Thanks to the National Lottery Players we will be able to strengthen the foundations of the English Riviera UNESCO Global Geopark to achieve a more resilient organisation, creating a clear roadmap and delivery structure, robust business model and effective leadership for a 20+ year vision, within the framework of the Geopark Management Plan.

The project is an in depth analysis of the Geopark and how it can become effective to support the local community and partners. It will also address new engagement strategies and resources including: website development, volunteer engagement, education provision, interpretation tools, each informed from in-depth analysis and feasibility work.

TerraFirma will include three key strands of work:

1) Organisational Resilience

- Design and implementation of a new governance and management framework;
- Establishment of the new leadership group, diversifying and upskilling the Board;
- Financial modelling to analyse and articulate the true cost and value of the Geopark;
- Review/recommendations on diversifying and growing the income portfolio towards financial sustainability.

2) Engaging Communities & Audiences:

- Development of a new website with pathways accessible for general/educational audiences and scientific community;
- Social media campaigns work to grow and diversify audiences;
- An Education & Engagement Strategy with Enabling Toolkit, focusing on youth & underserved communities, with a pilot engagement phase prior to implementation.

3) Developing People & Partnerships:

- Give & Gain analysis to inform a roadmap for sustainable volunteer engagement;
- Volunteering & Skills Coordination, embedding engagement, skills & opportunities;
- Fundraising support to secure key roles/activity beyond project duration;
- Opportunities for practice exchange with UNESCO partners and global comparators;
- Rigorous, transparent, inclusive evaluation, feeding into network learning.

### **About the role – Education & Engagement Consultant**

Our ambition is to develop an innovative and impactful education and engagement programme that is befitting of our UNESCO Global Geopark status. A programme that significantly raises awareness of and engagement with the English Riviera Global Geopark locally and globally. The Education & Engagement Consultant will be fundamental to us achieving this goal.

Therefore, the successful Education & Engagement Consultant (E.E.C) will need:

- extensive experience developing education, interpretation and engagement programmes within cultural and environmental contexts.
- They will ideally have a geology degree (desirable) and or will be able to demonstrate strong knowledge of geology/environmental science/climate change through relevant experience.
- They will be able to evidence prior work, successfully delivering educational strategies and plans in collaboration with multiple partners
- Research and evaluation skills to map current Geopark-aligned activities across our partnerships. English Riviera UNESCO Global Geopark (ERUGGp) partners bring a wealth of knowledge and practice across formal and informal education, lifelong learning, site-specific interpretation, outdoor learning, creative & heritage

engagement and more. The EEC will work with partners to understand activity, identify gaps and potential.

- Produce a comprehensive, deliverable Education and Engagement Strategy & Plan that incorporates activity across: formal/informal education for children and young people; lifelong learning; Geopark interpretations at geo-sites, wider environmental and cultural assets; opportunities exploration for intangible/cultural histories; partnership opportunities that grow academic/research partnerships for wider benefit.
- Establish/implement the newly developed Education & Engagement Strategy, in close collaboration with our network of core & associate partners.

## **Key Relationships**

To deliver the brief successfully, the contractor will engage with:

- Education Toolkit Consultant
- Schools
- Young people and children outside of the formal education system
- Direct engagement with children and young people.
- Imagine this...Partnership
- Community Engagement
- ERGO Ltd board, Strategic Oversight board
- Geopark Coordinator
- Geopark Core Partners
- Commissioned project consultants
- Geopark Associate partners, including ambassador artists
- Torbay Council, various Divisions/Service groups including: Destination Management Group; Principal Historic Environment Officer (Heritage Places)
- Geopark Management Group and any subcommittees
- Strategic bodies in the area including Torbay's Heritage & Culture Organisations, Destination Management Organisation, Torbay Place Leadership Board, Devon LVEP.
- UNESCO Global Geoparks Network, UNESCO UK, other UNESCO SW sites

## **Scope of Activity**

### **Phase 1: Analysis and Alignment**

· Conduct an in-depth review of existing formal and informal Geopark-linked education provision, including connections to National Curriculum (KS1–KS3) and site-based interpretation; identify gaps and opportunities for all age groups.

- Carry out a SWOT analysis in collaboration with Geopark partners to understand strengths, weaknesses, opportunities, and threats in current education and engagement provision.
- Collaborate with the Education Toolkit consultant to align programme objectives and resource development for children and young people.
- Re-establish and lead partnerships and deepen relationships with key education partners, including Plymouth University, Exeter University, South Devon College European Geoparks Education Group, Torbay Council Climate team, youth partner organisations, schools and other education providers.
- Engage with the Geopark TerraFirma team, local climate action partners, and other UGGP and UNESCO programmes to embed sustainability and climate education.

## **Phase 2: Development and Pilot**

- Co-develop creative and innovative Geopark Education and Interpretation materials in partnership with the project team and toolkit consultant, ensuring alignment with Geopark values and stories.
- Produce a suite of downloadable digital resources and interactive activities for schools, educators, and self-guided learners.
- Liaise with the Education Toolkit consultant to initiate a pilot programme with selected schools and education partners, testing implementation approaches and gathering feedback for refinement.
- Support schools in integrating the Education Toolkit, delivering presentations, and offering guidance to inspire learners and educators.
- Liaise and work with the volunteer consultant to ensure alignment of the materials created with the model for volunteering.

## **Phase 3: Strategy, Roadmap, and Sustainability**

- Develop a comprehensive Geopark Education and Interpretation Strategy and Plan that reflects insights from Phase 1 and outcomes from the pilot.
- Define an implementation roadmap with clear recommendations for sustaining and scaling education activities.
- Collaborate with the Fundraising Consultant to identify viable funding streams and prepare bids to secure long-term support for the Geopark Education Programme and associated roles.
- Establish a Geopark Youth Group (or whichever infrastructure/sustainable model is identified in phases 1 and 2) in partnership with youth organisations, enabling local youth to engage with national and international Geopark forums.

- Create a consistent interpretation framework across Geopark partner sites, ensuring clarity of messaging while highlighting the unique elements of each site.
- Explore development opportunities for residential and language school visits, working with local and regional partners.
- Contribute content for communications and social media to amplify the reach and impact of education activities.

### **Project Deliverables and outcomes**

- Development & delivery of the Geopark Education and Interpretation Strategy and Plan.
- Implement initial delivery phase of the Geopark Education & Interpretation Strategy, incorporating partnership collaboration and development as outlined above (scope of the work).
- Identify implementation roadmap and recommendations to develop sustainability.

### **Fee and contractual requirements**

The maximum budget for this contract, including expenses, is £28,800 inclusive of VAT. The fee will be paid at intervals according to an agreed delivery plan on receipt of invoices.

The payment schedule will be:

<b>Estimated Date</b>	<b>Amount</b>	<b>Milestone/Deliverables required at payment point.</b>
February 2026	£12,000	Analysis of existing formal and informal education SWOT analysis with partners Liaise with Education Toolkit consultant to align programme and resources plans for children and young people.
December 2026	£6,000	Development of engagement materials working with project team Development of downloadable digital resources Run a pilot to test the implementation phases of the programme (in alignment with schools and Geopark TerraFirma team Geopark partners, climate groups and other UGGP's and UNESCO programmes.)

March 2027	£10,000	Identify implementation roadmap and recommendations to develop sustainability. Development Education Strategy and Plan. Collaboration with Fundraising consultant to submit bids to secure future Geopark Education programme.
<b>Total</b>	£28,000	

A degree in Earth Sciences is desirable, and or a demonstrable strong knowledge of geology/environmental science/climate change.

The Education & Evaluation Consultant will need to be first aid trained and hold Enhanced DBS as appropriate to work with children, young people and vulnerable adults.

The Contractor is required to have relevant insurances in place including Professional Indemnity and Public Liability Insurance to the value of £5,000,000 and, if appropriate, Employers' Liability Insurance as required by law.

On appointment, the contractor will need to provide a statement about how they manage personal data to GDPR standards.

Please note, if they are unable to perform the services themselves, the successful contractor will be expected to provide (at their cost) a suitably skilled and qualified substitute to perform the services on their behalf to comply with the terms of the contract.

The substitute must be able to meet all the criteria of this brief and be approved in writing by the ERGO Ltd

The commissioning contract will contain the below clauses:

#### Copyright and Ownership

The copyright and all intellectual property rights in the works will remain vested in the contractor or the person responsible for the production (as the case may be).

The contractor grants to the Client a perpetual, irrevocable, non exclusive royalty free licence to copy, use and to reproduce all the submitted proposals, designs and associated Intellectual Property Rights produced and/or provided by the contractor in the connection with the performance of Services for any purpose.

Digital Outputs must be shared under a Creative Commons Attribution 4.0 International licence or equivalent.

#### Insurances

Third Party Liability Insurance: The minimum limit of indemnity for insurance in respect of loss of or damage to property and liability for bodily injury to or death of a person (not an employee of the contractor) caused by activity in connection with this contract for any one event is £5,000,000 (five million pounds sterling) each and every claim or series of claims arising out of one occurrence.

#### Tax Liabilities

The Contractor will be responsible for all income tax liabilities and National Insurance or similar contributions relating to the Payments and Employees of the Supplier.

#### **Submission Requirements**

Your Expression of Interest should be sent as a PDF to Melanie Border, Geopark Coordinator via email by 5pm on Friday 8th August. The submission should include:

- An up-to-date CV for individual and/or team members allocated to the project.
- Your proposed approach to delivering this work, responding to the activities & scope of work described.
- Statement confirming that you would be able to complete the project within the timescale stated and attend an interview on 27 August 2025 via Teams.
- A cost/fee proposal with confirmation of the daily charge rate of individual staff involved.

#### **Award Criteria**

Criteria for selection will be:

Evidence of relevant experience and ability to undertake the brief	40%
Indication of capacity and flexibility to meet the needs of the brief	40%
Value for money, indicated by budget and approach	20%

#### **Interview process**

The timetable will be:

Friday 8th August 2025, 5pm	Application deadline
9th-15th August 2025	Shortlisting
16th August 2025	Successful candidates invited to interview by
27th August 2025	Interviews held via Teams
31st August 2025	Candidates informed of outcome
15th Sept 2025	Contract commences



**Contact details**

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