

## The Big One Hundred – School Workshop Facilitator

### Job Application Pack

If you need this pack in a different format, please contact our Administrator [jamie@triggerstuff.co.uk](mailto:jamie@triggerstuff.co.uk) or phone 0117 403 4260.



*The Big One Hundred*

### ABOUT THE BIG ONE HUNDRED

To mark 100 years of A.A. Milne's *Winnie-the-Pooh* stories, Ashdown Forest, home of the original Hundred Acre Wood, will partner with Trigger in summer 2026 to deliver ***The Big One Hundred***.

Trigger is creating a new story for Ashdown Forest that uses imagination, play, and storytelling to encourage nature connection and to care for this landscape, which holds environmental and cultural significance, for the next 100 years.

Through a series of interactive performances and events, visitors will be invited to explore the Forest where Christopher Robin once played, meeting a new character and discovering the natural world through curiosity.

Alongside this, Trigger will deliver a Learning & Participation programme which will include workshops, interactive events, and a bespoke activity pack. The pack will encourage children and families to:

- Learn about conservation and Ashdown Forest
- Explore and reflect on their own local green space, wherever they live
- Develop a sense of connection to nature through observation, play, and creativity



- Engage in reading for pleasure, using stories as a gateway to imagination, wellbeing and environmental care

The activity pack will be designed for use both in schools and at home, supporting teachers, workshop facilitators, children and families to continue these explorations beyond the Forest itself.

### **ROLE SUMMARY**

The School Workshop Facilitators will deliver dynamic, engaging 1hr workshops in primary schools across the Wealden District, using the materials and session plans developed by the project's Primary Education Specialist. Our facilitators will act as Explorers from Ashdown Forest coming to recruit new children to protect and look after the forest and their own green spaces. Workshops will take place from June through mid-July, with each facilitator delivering approximately 5–6 sessions during this period.

This is an active, hands-on role that requires strong experience working in education or with children. While a class teacher will always be present for support, Facilitators will lead the sessions independently. We are looking to hire 6 workshop facilitators.

### **RESPONSIBLE TO:**

Primary Education Specialist and Senior Producer

### **WORKING WITH:**

Assistant Producer, Production Assistant

### **RESPONSIBILITIES:**

- Attend a briefing day with the Trigger team to gain a full understanding of the project, workshop structure, and education pack, and to prepare for delivery in schools.
- Lead 5–6 workshops in primary schools across the Wealden District, delivering sessions in line with the provided workshop outline and learning objectives.
- Create a positive, inclusive, and supportive environment that encourages children's creativity, confidence, and engagement throughout the workshop activities.
- Gather feedback during the workshop as part of our evaluation process, as detailed in our briefing session.
- Work collaboratively with classroom teachers, who will be present for support, while confidently leading the session independently.
- Follow all Trigger policies and procedures, including the Code of Conduct, Safeguarding policies, and Health & Safety requirements.
- Represent the project and Trigger professionally, maintaining excellent communication with schools and upholding high standards of practice at all times.

### **EXPERIENCE & SKILLS REQUIRED:**

- Proven experience working with children in educational, workshop, or community settings.



- Background in teaching, facilitation, arts education, or youth engagement, or equivalent relevant experience.
- Strong communication and presentation skills, with the ability to engage and motivate primary school aged children.
- Confidence in leading groups independently, while working collaboratively with classroom teachers.
- Ability to create an inclusive and supportive environment, responding sensitively to a range of needs and abilities.
- Strong organisational and time-management skills, ensuring workshops run smoothly and to schedule.
- Understanding of Safeguarding and Health & Safety practices in school environments.
- Professionalism and reliability, representing Trigger positively in all interactions with schools and partners.
- A proactive, flexible approach, with the ability to adapt to different school environments and respond calmly to unexpected situations.
- Hold an Enhanced DBS Certificate dated within the last 2 years and / or signed up to the DBS update service.
- Access to a car and ability to travel to workshop locations.
- Performance experience, particularly in immersive or character-based work, is highly desirable.

### **LOCATION**

Workshop delivery: Schools across Wealden District. Specific locations to be shared in advance of briefing session.

Briefing session: Ashdown Forest

### **TIMELINE**

20<sup>th</sup> May: Briefing session

June – mid July Workshops

**Please let us know your weekday availability during this period in your application. E.g. 'I'm available every Monday and Wednesday throughout June and July'**

### **FEE**

£200 per day (incl travel), delivering up to 2 workshops per day

£125 for briefing session

All materials will be supplied to deliver the workshops.

### **HOW TO APPLY**



To apply for the position, please provide the following information to [recruitment@triggerstuff.co.uk](mailto:recruitment@triggerstuff.co.uk)

- A comprehensive CV detailing your education and work experience (no more than 2 A4 pages)
- A covering letter outlining your experience and suitability for the role and how your experience matches the role summary (no more than 2 A4 pages)
- A completed equal opportunities form available [HERE](#)

**We also accept the above information in video or sound format.**

Please note, any incomplete applications received will not be considered.

Successful applicants will be asked to provide 2 referees. All offers of employment will be subject to the receipt of satisfactory references. All applicants must be eligible to work within the UK.

Please submit your application by email with 'Trigger Workshop Facilitator Application' in the subject line to [recruitment@triggerstuff.co.uk](mailto:recruitment@triggerstuff.co.uk).

**The application deadline has been extended to Monday 20th April 9:00am.**

**Interviews will be held online the week commencing 27<sup>th</sup> April.**

### **ABOUT TRIGGER**

Trigger dream-up, create, and produce bold and brave live events. We interrupt daily life, reimagine and revive public spaces and put audiences and togetherness at the heart of everything we do. Our work is accessible, inclusive and boundary pushing. It's always memorable, often large-scale and outdoors. We create epic imaginative spaces, fly giant dragons and grow magical pop-up gardens. We showcase new, emerging, inspiring talent.

Our work highlights issues that are important to us all, even if they are difficult to navigate. Trigger is for everyone, and everyone is invited.

We are motivated by social and ethical issues, we explore often taboo or difficult issues in light, fun and joyful ways. We care more about the impact of the work on the audience than we do about fitting into a particular art form.

Trigger is a registered charity and is led by female Global Majority Co-Directors Angie Bual and Natalie Adams. Our core team and operational base is located in the village of Blagdon in The Old Post Office, North Somerset.

Registered Charity Number: 1194328

[www.triggerstuff.co.uk](http://www.triggerstuff.co.uk)

### **EQUAL OPPORTUNITIES**

Candidates who are shortlisted for interview will be given the opportunity to specify any access needs so that appropriate arrangements can be made.

Trigger strives to be an Equal Opportunities Employer and to ensure that no person is unfairly discriminated against in its recruitment and selection policies and procedures. Trigger welcomes applications from all sectors of the community, regardless of age, disability, gender identity or gender expression, race, ethnicity, religion or belief, sex, sexual orientation or any other equality characteristic and makes appointments based solely on ability to fulfil the duties of the post. We actively welcome applications from individuals with backgrounds currently under-represented in the arts.

Your application and any associated personal information will be stored and processed in accordance with our Privacy Policy. We will keep your equal opportunities form for a period of 6 months, after



which point, the data will be anonymised and aggregated for monitoring purposes. If you are employed by us, the information you supply will be kept securely and will form part of your employment record. All information will be treated in confidence and will not be seen by staff directly involved in the appointment and used only to provide information for monitoring and evaluation purposes.