



# OUTDOOR EDUCATION INSTRUCTOR

## JOB PACK



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# Summary

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<b>Title</b>	Outdoor Education Instructor
<b>Salary</b>	£24,960
<b>Pension</b>	A contributory pension scheme is available. Contribution rates are 7% of salary from the employer and a minimum of 5% from the employee.
<b>Hours of work</b>	40 hours per week. We're happy to talk flexible working. Annualised Permanent post Start of February- end of November (With option for winter hours dependent on Business needs)
<b>Location</b>	Scout Adventures Lochgoilhead
<b>Holidays</b>	25 days a year (rising incrementally to a maximum of 32 days after 8 years) plus 9 bank holidays. We're also closed over the Christmas and New Years period, giving you 3 extra days of leave.
<b>Benefits</b>	We offer a wide range of family and carer friendly benefits to support work life balance including, but not limited to flexible hours, paid leave for volunteering and public duties.  Live in accommodation is available for a small contribution

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# The Role

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We're looking for Outdoor & Adventure Instructors who are passionate about outdoor learning to join our fun and friendly team at Scout Adventures Lochgoilhead.

We're experts in adventure, and this role involves delivering adventurous activities to our wide client base as part of a team of instructors. Your work will focus on our key customers of Scouts, schools and DofE but could also stretch into leader training and NGB delivery for those with appropriate qualifications. The role is forward facing and will involve interacting with customers on a daily basis and representing the centre and Scouts Scotland.

Much of our outdoor learning and adventure programme is delivered under our Scout Adventures brand. As part of a UK network, we operate three Scout Adventures Centres in Scotland. We deliver outdoor learning, adventurous experiences and residential programmes to our own members and a range of partners, including schools and other youth charities. Our Centres also offer training, advice and support to our amazing adult volunteers, teachers and other education providers.

Scout Adventures Lochgoilhead is a busy residential multi-activity centre, which holds lots of opportunities for personal and professional development through the wide range of activities and services we offer to Scouting and young people.

Based in the Loch Lomond and Trossachs National Park, Scout Adventures is the perfect base for the complete adventure package.

Located close to Loch Goiland Argyll Forest Park, Lochgoilhead offers an exceptional natural setting for high-quality outdoor learning in hill, forest and water environments. Delivered by an experienced team of instructors, our residential for schools, Scouts, and other youth groups offer challenging educational experiences for young people of all ages and abilities.

For more information check out <https://www.scouts.scot/centres/>

# Key Tasks

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## Main Roles

- Help to welcome our customers when they arrive, brief them and introduce them to our site and team.
- Lead sessions making sure you follow our guidelines and meet the needs of the group.
- Work with the team to develop existing and new activities, making sure customer groups always have a variety of options to meet their needs.
- Support outreach delivery of outdoor and adventure activities to Scout Groups, schools and other youth initiatives.
- Perform maintenance and monthly equipment / PPE checks.
- Assist in the review of risk assessments.
- Work as part of a rota to deliver a duty instructor system.
- Work to develop relationships locally and represent Scout Adventures by attending events and other networking opportunities.

## Other Responsibilities

- Keep in touch with other colleagues including the team at our other Scout Adventures Centres, which will involve occasional travel to other sites.
- Play a full role in meetings and develop team relationships to help make sure we deliver our targets.
- Work closely with the team to make sure we deliver a smooth and seamless customer experience from the first inquiry through to following up after the visit
- Take on any other reasonable and related tasks asked by your line manager.

# The person we're looking for

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## Skills and abilities

- Happy to play your part in a hard-working team
- Friendly and enjoy working with lots of people from different backgrounds and experiences
- People person who can communicate well with anyone
- Able to represent Scouting and Scout Adventures Lochgoilhead to a wide variety of members and customers
- Good at planning and organising work while making sure that you're meeting the needs of the people you're working with
- Can multi-task and work well under pressure
- Enjoy working on both on your own initiative and as part of a team
- Excellent attention to detail and completion, making sure quality and consistency is maintained at all times
- Flexible in your approach to work and willing to learn

## Knowledge and experience

- A range of outdoor qualifications (essential)
- Educated to HND in outdoor education or equivalent (desirable)
- A strong understanding of outdoor education principles and outcomes in Scotland
- Experience of working within the outdoor education industry is essential
- Experience of PPE management
- Experience of working with young people, providing them with engaging experiences, focussed on developing their skills for life
- Experience of communicating with a wide range of customer groups and staff
- Driving licence (desirable)
- D1, D1+E, E licence (desirable)

## Values and personal qualities

- Understanding or, an empathy with the aims and ethos of Scouts Scotland
- Enthusiastic,motivated with a passion for the outdoors, and developing young people's
- Skills.
- A strong work ethic with a sense of pride and ownership in everything you do.
- Hold, or not be barred from holding, an enhanced PVG.

## Policies

All Scouts Scotland employees must agree to and comply with our policies. This includes our Safeguarding rules and Yellow Card, GDPR and Data Protection, Health and Safety, and Equal Opportunities policies.

# How to apply

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## Key dates

- The closing date for applications is 9am on Friday 29th November 2024
- Interviews will be held on Monday 09th- Tuesday 10th December 2024. We would like to hold interviews in person over these two days.

## Process

Applications are invited from individuals. Please make sure you read the person specification section and then send a CV and covering letter to [hadmin@scouts.scot](mailto:hadmin@scouts.scot) by the closing date.

If you would like to have an informal chat about the role please email Dave, Centre Manager or Liam, Deputy Centre Manager at [Dave.Macleod@Scouts.scot](mailto:Dave.Macleod@Scouts.scot) [Liam.Watson@Scouts.scot](mailto:Liam.Watson@Scouts.scot)

## Further information

We want our application and interview process to be as inclusive as it can be so if you have any special requirements or would like to submit your application in an alternative format please let us know and we will do our best to accommodate this.

We recognise that we achieve more with a talented group of diverse individuals, who bring different experiences and perspectives that enable us to represent the full diversity of our Movement and society. Despite all of this we know that we're not as diverse as we'd like to be as a workplace and we're actively working to change that. We positively encourage applications from all individuals irrespective of their gender, age, home country, ethnic background, sexuality, religious beliefs or disability.

We're a small, busy team, so if you haven't heard from us two weeks after of the closing date that means you have not been selected for interview this time.

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