#### House Parent - Pastoral Care

**Ullswater and Howtown Centres**

#### Remuneration: £480 per week including Accommodation & Meals

**Contract dates:**

**22nd July to 9th August 2024**

**(with time off in lieu, training and holidays paid a total of 5 weeks)**

**or**

**29th July to 16th August (with time off in lieu, training and holidays paid a total of 4 weeks)**

**Plus 3 paid days additional training time by arrangement**

**Minimum Age 18 years**

**The Outward Bound Trust**

The Outward Bound Trust is an educational charity providing adventure-based, outdoor learning for young people from six centres across the UK

We are seeking Pastoral Care/ House Parent staff for our busy residential centre based at Howtown, in the Lake District National Park.

The Trust runs adventurous and challenging outdoor programmes focused on learning through adventure. These programmes equip young people with valuable skills for education, work and life, and increase their knowledge and understanding of the natural environment.

During the summer months The Trust runs courses for Individuals at its residential centres. During the student’s recreational time we use a team of Pastoral Staff to support them during the evenings, mornings, and some overnights. The House Parent/ Pastoral Care staff also provide a range of activities in the evening to support the programme. These could be indoors or outdoors.

The key purpose of this job is to ensure the wellbeing of the students whilst in the residential centre.

**Job description**

* This position reports to the Learning & Adventure Manager.

**Responsibilities**

* Provide proactive pastoral support for course participants.
* Be responsible for the immediate safety and security of the centre and its visitors during the period of duty.
* Provide a range of suitable evening activities that add to the course and help to maintain pastoral care of the students.
* Provide overnight pastoral care, as House Parent, housed in the same building as the students.
* Be a point of contact for anyone on site who requires any form of assistance during the duty period.
* Alert senior staff, as appropriate, to any occurrence that is beyond the ability, level of training or experience to manage.
* Inform a member of the Logistics team and other appropriate staff about any notable occurrences at the end of the period of duty.
* See and be seen around the centre whilst on duty and present a professional image at all times, supporting the reputation of The Trust.
* Maintain safety standards, operating within The Outward Bound Trust policy, guidelines, and rules for Risk Management.
* Work in such a way as to support The Trust’s commitment to environmental sustainability.

**Other**

* We are looking for someone who is hard-working, organised, sensitive and reliable and those who are willing to go the extra mile to ensure the safety and well-being of the students in their care. The post holder must have the ability and skills to build a caring, friendly, and positive rapport with students, while, at the same time, be able to deal appropriately with any issues that arise.
* There will be opportunities for the post holder, when off duty, to gain experience of seeing some Outward Bound courses in action. So, this role could suit someone who had a genuine interest in learning about the personal development aspect of the Trust’s courses and who is keen on outdoor activities. Primarily we are seeking someone who will be able to fulfil all aspects of the Pastoral Care/ House Parent role as described above.
* The role involves working shift patterns and is based on an average of 40 hours per week. Some weeks will involve working more than 40 hours and other weeks less. The ability to work well at all times of the day and night is essential. Some shifts will involve being ‘on call’ during the night, although not awake all night, unless circumstances dictate otherwise.

**Person specification**

**Essential**

* Be supportive and sensitive to the needs of young people
* Ability to relate to and communicate with all types of people and address any issues in a professional & empathic manner
* Ability to work adeptly during different shift patterns, including nights
* Work unsupervised
* Ability to work with guidance from more experienced staff as part of a team
* Good organisational skills
* Confident and act with authority
* Welcoming, helpful and friendly
* Reliable
* Ability to work in a busy environment
* Be physically fit, as the role will involve walking and working around all of the site

**Desirable**

* Car or Minibus licence (B or D1 category on driving licence)
* Valid First Aid certificate (training may be given if necessary)
* Experience working in a residential centre.
* Experience working in an outdoor education setting with young people.
* Being accountable for the wellbeing of a group of young people.
* Working or volunteering with young people from diverse backgrounds
* Personal experience of outdoor adventure and instigating own personal development.

The post holder will also be required to undertake an enhanced disclosure under the Disclosure and Barring Service (paid for by Outward Bound).

**Salary and benefits**

Remuneration £480 per 40 hour week. (Real Living Wage)

Our courses are longer than 40 hours so you will receive paid time off in lieu. This together with paid training and holidays equates to five weeks work if starting on 22nd July and four weeks work if starting on 29th July.

* Berghaus uniform items provided
* Breakfast, lunch and evening meal whilst on duty are provided.
* This is a live-in position so accommodation is provided. This will also be available when between shifts / courses.

**Training**

There will be three days paid training before the start of the contract. Timing to be arranged.

**How to apply**

To apply for this job please send by email a covering letter, explaining your fit to the job together with an up to date CV to Sarah Martin , Programme Administrator: [sarah.martin@outwardbound.org.uk](mailto:sarah.martin@outwardbound.org.uk).

Closing date: 09.00, Friday, 19 April 2024

Interviews will be held by mutual arrangement

If you have any queries regarding the information supplied or the recruitment process, please contact sarah.martin@outwardbound.org.uk or telephone: 017684 85000 during office hours.