



## INSTRUCTOR DEVELOPMENT SCHEME: ABERDOVEY

**Salary:** £20,592 per year, plus benefits (Outward Bound is a real living wage employer).

**Initial contract:** Short term contract of 40 hours per week.

**Permanent contract:** successfully complete our Instructor Development Scheme and get a guaranteed permanent contract as an Instructor at Outward Bound Aberdovey.

### What is Outward Bound's Outdoor Instructor Development Scheme?

If you're working towards a career as an Outdoor Instructor, our Instructor Development Scheme is a chance for you to complete your training and then get a permanent contract at Outward Bound. We run the scheme to help committed and motivated individuals fast track their training, learn about Outward Bound 'on the job' whilst supporting the safe running of our residential centres.

### What you'll be doing

There are two key parts to your time on the Instructor Development Scheme:

- Instructor Development:** on one day a week you will access a wide range of formal and informal training opportunities that will help you develop the skills to become an Instructor. As an Instructor in development, you will be mentored by a senior instructor, access up to £1,000 for training and assessment (depending on your specific needs), be responsible for self-led learning and be guided through the scheme by our Instructor Development Lead. It typically takes 3-12 months before you complete the scheme and are offered a permanent contract as an Instructor. Successful instructors in development also use some of their free time to actively work on skills development.
- Duty Instructor:** this is a client facing position, where you're directly involved with supporting young people at Outward Bound on the residential aspect of their course. A mix of duty instructor and pastoral care, you'll primarily be needed to work evenings and nights. You may also directly support Instructors in the field working on our programmes. You will work for approximately 32 hours per week in this role and you'll be required to:
  - Provide excellent customer service and be the key point of contact to our internal and external customers during your contracted hours.
  - Supporting our safeguarding responsibilities, being responsible for the support and pastoral care and looking after the welfare of young people and any visitors staying at the centre.
  - Create a safe and secure environment and maintain our safety standards in the centre.
  - Help the kitchen and facilities team, by supervising groups during mealtimes and after course activities have ended and providing cover overnight by sleeping-in.
  - Represent Outward Bound in a professional manner at all times

### Who we're looking for

To succeed on the Instructor Development Scheme, you'll need to be proactive, enthusiastic and motivated. In a typical week you'll spend about 32 hours looking after the welfare of young people on their residential and then additional time actively working on your skills development. We've listed the key responsibilities and skills below.

### Your skills / qualifications

To join the Instructor Development Scheme, you'll need to, as a minimum, be well on the way to achieving two of the three NGB qualifications below, and started working towards the third:

- Summer Mountain Leader Award
- Rock Climbing Instructor
- BC Paddlesport Leader Award; or Paddlesport Instructor plus Canoe award; or equivalent previously recognised awards



We'd also like you to have a valid First Aid certificate and a full driving licence (preferably including D1 entitlement).

You'll need to have some experience of working with young people in the outdoors and, ideally helping them to learn and develop.

To complete your training and become an Outward Bound Instructor within 3-12 months you'll need to have passed (as a minimum) at least two of these NGB qualifications and have completed training in the other from the above list.

### **Your experience / attributes**

- Working unsupervised and being accountable for the safety of a group of young people
- Working with young people in a residential setting, ideally with a development approach
- Personal experience of outdoor adventure and instigating own personal development
- Ability to work with guidance from more experienced staff as part of a team

### **Benefits, terms and conditions**

- Salary £20,592 for a 40 hour week
- Up to £1,000 available towards approved NGB training and assessments
- Annual leave of 24 days, plus bank holidays. (Once on a permanent contract, annual leave increases by 1 day per year to a maximum of 30 days, plus bank holidays.)
- Life Assurance: 3 x salary, covered from start date; includes Employee Assistance Helpline
- Long-term Disability Insurance: 2/3 salary less state incapacity benefit after 6 months' absence for up to 5 years, covered from start date
- Employee assistance programme: with easy access to medical and mental health support. Ranging from instant GPs appointments to physio or counselling services.
- Personal Accident Insurance while at work or commuting
- Health Cash Plan with Medicash: on application after completion of probation; taxable benefit
- Pension Scheme (currently Standard Life): Auto-enrolment of all staff after 3 months service
- 8 weeks' sick pay at full salary in any 12 months
- Berghaus uniform items provided and the opportunity to purchase Berghaus products at discount
- Staff bursaries: discounted course fees for family members
- Childcare voucher scheme

### **Accommodation**

Accommodation available on request.

### **Probation period**

There is a 3-month probationary period from your start date.

### **Disclosure**

The role is subject to a disclosure check.