

LEARNING & ADVENTURE MANAGER

Salary: £28,521 – £36,673

Starting salary dependent on qualifications and experience

43 hours per week

The Outward Bound Trust

The Outward Bound Trust is an educational charity providing adventure-based, outdoor learning for young people. We work with over 25,000 young people every year and have six residential centres across the UK.

The purpose of the job

Our Learning & Adventure Managers are part of a team that lead the development of adventure, learning and the environment at our centres. You'll manage a team of instructors, mostly in the field, to help them deliver courses with maximum impact to the young people at Outward Bound.

As a line manager, you'll be expected to help your team to be the best they can be, to improve the outcome of Outward Bound courses. We need someone who can support and coach instructors, follow appropriate HR processes, implement formal and informal performance management (if required) and manage impact related projects.

Learning & Adventure Managers are part of the Centre Management Team, contributing to the overall strategic and operational performance of the centre.

Job description

Responsibilities

Field based work (75%)

- Developing coaching relationships with instructors including field based training.
- Promoting and sharing best practice among instructors in the field.
- Using your personal skills and experience to add value to work with groups by contributing to delivery, coaching and mentoring.
- Course delivery, to help maintain high personal standards of technical best practice.
- Promote professional best practice in outdoor activities, including current safety advice.
- Contribute to the development of safety strategies and risk management systems.
- A requirement for overnight "on call" periodically on a rota basis.

Line management

- Line and performance management of instructors.
- Talent management of instructors, supporting career development within Outward Bound.
- Delivering staff training.

Impact related projects

- Development of projects and support of Trust-wide initiatives that drive impact in line with Outward Bound's strategy. These projects will relate to work involving young people, adventure, learning and the environment.

Person specification

Essential

- Genuine motivation and ability to work out in the field, developing new adventure opportunities and coaching instructors.
- Recent track record in delivering adventure, learning and environmental work to young people, and the ability to deliver high quality courses to young people.
- Higher level skills and qualifications (including relevant National Governing Body qualifications) in adventure, environment and learning & development. The higher level qualifications need to have been held for at least one year.
- Ability to think creatively, introduce new ideas and ways of working which support Outward Bound and our strategy.
- Motivated by identifying and developing talent within the instructor/ senior instructor teams.
- Able to design and deliver engaging and inspiring training to a high standard.
- Able to demonstrate an inspirational leadership style that motivates others to excel.
- Previous experience or involvement in implementing risk management processes
- Ability to work flexible shift patterns including frequent weekends.

Desirable

- A focus on identifying and developing talent within instructor teams.
- Experience of line managing a team of staff including performance management issues.
- A thorough understanding of Outward Bound's Learning Process and how this relates to other models of learning and development.

The post holder will be required to undertake an enhanced disclosure under the Disclosure and Barring Service.

Salary and benefits

Basic starting salary: £28,521 – £36,673 p.a. (dependent on relevant experience) for a 43 hour week.

- Annual leave of 21 days increasing to 24 after 2 years, plus bank holidays.
- Life assurance: 3 x salary, covered from start date; includes Employee Assistance helpline.
- 8 weeks' sick pay at full salary in any 12 months.
- Long-term disability insurance: 2/3 salary less state incapacity benefit after 6 months' absence for up to 5 years, covered from start date.
- Personal Accident Insurance while at work or commuting.
- Healthcare Plan (currently Medicash): on application after completion of probation; taxable benefit.
- Pension Scheme (currently Standard Life): Auto-enrolment of all staff after 3 months service.
- Berghaus uniform items provided. Opportunity to purchase additional Berghaus products at discount.
- Staff bursaries: discounted course fees for family members.
- Childcare voucher scheme.