

LEARNING & ADVENTURE MANAGER, ESKDALE

Salary: £27,359 – £36,673

Starting salary dependent on qualifications and experience

43 hours per week, average

The Outward Bound Trust

The Outward Bound Trust is an educational charity that helps young people defy their limitations, so they become strong, resilient and curious, ready for the challenges of life. Using learning and adventures in the wild, we partner with schools, colleges, employers and youth groups to teach their young people the most important lesson they could ever learn: to believe in themselves.

Our Eskdale Centre in the western Lake District is a 104 bedded residential centre. We work with young people aged 16-25 years old who are in the early stages of their careers, employed as apprentices or graduates. Our aim is to support them to develop the behaviours that will help them transition into work, progress their careers and add value back into their organisations.

The Purpose of The Job

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 Group Trainers, 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 Group Trainers, 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 Group Trainers including field based training
- Promoting and sharing best practice among Group Trainers in the field
- Using 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 Group Trainers
- Talent management of Group Trainers, supporting career development within Outward Bound
- Deliver 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 environment.

Person Specification

Essential

- Genuine motivation and ability to work out in the field, developing new adventure opportunities and coaching Group Trainers
- 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.
- Able 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 Group Trainer / Senior Group Trainer teams
- Able to design and deliver engaging and inspiring training to a high standard
- Able to demonstrate an inspirational leadership style and able to motivate 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 Group Trainer teams
- Experience of line managing a team of staff, including performance management issues
- A thorough understanding of the Outward Bound's Learning Process and how this relates to other models of learning and development

The post holder will also be required to undertake a disclosure check via the Disclosure and Barring Service.

Salary and Benefits

Basic starting salary: £27,359 – £36,673 p.a. (dependent on relevant experience) for 43 hour week.

- Annual Leave of 24 days, plus bank holidays. 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
- Healthcare Cash 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
- 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

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

Outward Bound's Core Values

A belief that we all have undiscovered potential. We aim to create moments when everyone can see and believe in themselves as never before and to translate such moments into lessons for everyday life

A belief in the power and magic of learning through adventure in the wild - as a means of bringing out the best in people.

A deep appreciation of the balance between risk, reward and responsibility. We want people to have intense experiences with real consequences and powerful, positive and memorable outcomes

A spirit of respect and compassion. We aim to stretch people both physically and mentally. In doing so we act with care, concern and generosity towards people and the natural environment.

The Way We Work Together at The Trust

The Outward Bound Trust is a charity with over 300 skilled and talented employees who work together collaboratively in a variety of situations. To be effective we need to trust and value each individual to do their best to achieve our overall aims to develop young people. To achieve this staff across the organisation have developed "The Way We Work Together at The Trust". This, we believe, is the way that we should work together within The Trust. This is the culture that we want all employees – from the CEO to the rawest new recruit – to play their part in developing:

1. We are proud to work for The Outward Bound Trust. It is our responsibility to come to work each day determined to make it even better.
2. We are a small organisation with some very talented and deeply committed staff. Although line-management responsibilities and areas of ultimate responsibility are clear, we aim to be as non-hierarchical as possible. Constructive advice, comment or guidance from anyone to anyone is more than welcome.
3. We trust one another to do the jobs we have been recruited, trained and developed to do. Each of us taking personal responsibility lies at the heart of a great team performance. No-one should need or want to be micro-managed.
4. Everyone can be a leader because everyone is encouraged to use their "process authority" to influence what is happening within The Trust. Giving and receiving feedback, clarifying purpose and outcomes, actively listening, providing constructive suggestions are all examples of process authority and this can be exercised by any one of us at any time.
5. We should all look for ways to praise each other for the many things that we do well. In doing so we also earn the right to confront behaviour or performance which is unacceptable or which saps energy from the organisation.
6. The more effectively we communicate with each other, the better things will be.