



# Outdoor & Adventure Instructor (seasonal post)

## Job Pack



# Welcome

As Scouts, we believe in empowering young people with skills for life. We encourage our young people to do more, learn more and be more.

We question and listen and form wide open minds. We take a deep breath and speak up. We think on our feet. See the big picture. Ignore the butterflies and go for it.

We get back up and try again. We think about what's next, and plan for it. We jump in, get muddy, give back and get set.

We're Scouts and everyone's welcome here. All genders, races and backgrounds. Every week we give almost 35,000 4-25 year olds across Scotland the skills they need for school, college, university, the job interview, the important speech, the tricky challenge and the big dreams: the skills they need for life.

We make a big difference. You could too.



## Our values

- Integrity
- Respect
- Care
- Belief
- Cooperation

# Scout Adventures 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.

We deliver a wide range of opportunities – everything from fully programmed and catered residential weeks to traditional camping and bush craft experiences.

We also offer support to our Scout Leaders with programme planning, and can deliver a progressive range of experiences across our three sites – from a first night away in a bunk bedded dorm to a gold Duke of Edinburgh's Award expedition on Loch Lomond. In fact, we are one of Scotland's largest providers of Duke of Edinburgh's expeditions.

Our three Scout Adventures centres are based at Fordell Firs, Lochgoilhead and Meggernie.

## Scout Adventures Lochgoilhead

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

Located close to Loch Goil and 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 residentials 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/>



# The role

<b>Responsible to:</b>	Centre Manager
<b>Base location</b>	Scout Adventures Lochgoilhead
<b>Department:</b>	Outdoor & Adventure
<b>Salary:</b>	£22, 672(pro-rata)
<b>Hours:</b>	40 per week. We're happy to talk flexible working.
<b>Internal Relationships:</b>	Scouts Scotland staff, members, volunteers
<b>External Relationships:</b>	Customer groups, service providers
<b>PVG:</b>	Enhanced. Wherever we go and whatever we do, we put young people's safety and wellbeing first.

## Summary

We're looking for Outdoor & Adventure Instructors who is 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.

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

# Key tasks

## 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

## 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.

## Our 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.

# Summary Terms and Conditions

<b>Title:</b>	<b>Seasonal Outdoor &amp; Adventure Instructor</b>
<b>Contract:</b>	Starting As soon as possible. Pro Rata till end of November.  Shorter or longer contracts will be considered for the appropriate candidate.
<b>Salary:</b>	£22, 672 pro rata
<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.
<b>Location:</b>	Scout Adventures Lochgoilhead
<b>Holiday:</b>	22 days a year, rising by 1 day per year of service to a maximum of 27 days, plus 9 bank holidays.
<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, additional leave for long service.  Live in accommodation is available for a small contribution.

# How to apply

The closing date for applications is **9am on Monday 8<sup>th</sup> May 2023**

Please email your CV and covering letter to [hadmin@scouts.scot](mailto:hadmin@scouts.scot) by the closing date.

If you'd like to get in touch 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)

## Interviews

Interviews will take place between the 11-12<sup>th</sup> May 2023. There may be the need for a second interview.

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

