



Seasonal Activity Instructors

Applicant Information Pack



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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.

Each week, we give over 450,000 young people the opportunity to enjoy fun and adventure while developing the skills they need to succeed, now and in the future. We're talking about teamwork, leadership and resilience – skills that have helped Scouts become everything from teachers and social workers to astronauts and Olympians.

We believe in bringing people together. We celebrate diversity and stand against intolerance, always. We're a worldwide movement, creating stronger communities and inspiring positive futures.

Having just launched a new strategic plan: Skills For Life: Our plan to prepare better futures, this is an incredibly exciting time for Scouting in the UK. We welcome talent from all backgrounds and your contribution to help even more young people succeed in life.




Carl Hankinson, UK Chief Commissioner Matt Hyde, Chief Executive



Our Values

Integrity We are honest trustworthy and loyal

Respect We have self respect and respect for others

Care We support others and take care of the environment

Cooperation We cooperate with others and form friendships

Belief We explore and challenge our beliefs and attitudes

Our Strategic Plan

By 2023 we will have prepared more young people with skills for life, supported by amazing leaders who deliver an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Society is changing. In often fragmented communities, the pressures and expectations on young people are increasing. The future is uncertain. Scouts has never been so important in helping young people prepare for the future, developing the skills they need to succeed in a changing world. Each week almost half a million young people enjoy fun, friendship and outdoor adventure. They develop a sense of optimism and strong values as well as the leadership and team working skills that are more valuable today than ever.

Our movement achieves remarkable things. We have continued to grow for 13 consecutive years. Our previous plan, Scouting for All, inspired new Groups and sections to start in an additional 834 areas of deprivation since 2013. We now help over 462,000 young people aged 6-18 (including 102,000 girls) get the best possible start in life. Our social action campaign, A Million Hands, has enabled over 200,000 young people to make a positive contribution in their local communities.

Now we want to go further. Skills for Life is a strategy that supports and empowers our volunteers who are the people that make Scouts a reality. It's a strategy to bring communities together and contribute towards a better society. But most of all, it's a strategy for young people. They deserve the best skills, the best support, and the best possible futures.

Skills for Life

Our plan to prepare better futures 2018-2023

Our vision

By 2023 we will have prepared more young people with skills for life, supported by amazing leaders who deliver an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Our mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

Our goals

We will achieve the following goals against our four objectives:

Growth

- 50k more young people
- 10k more Section Leaders
- 5k more Young Leaders

Inclusivity

- The demographic of adult volunteers reflects society
- In 500 more areas of deprivation

Youth Shaped

- 250k young people shape their Scouting each year
- 50% young people achieve top awards

Community Impact

- 250k young people making a positive impact in their local communities each year
- 50% young people achieve top awards

Our three pillars of work

To meet these objectives, we will focus on three pillars of work:

Programme

A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools.

People

More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.

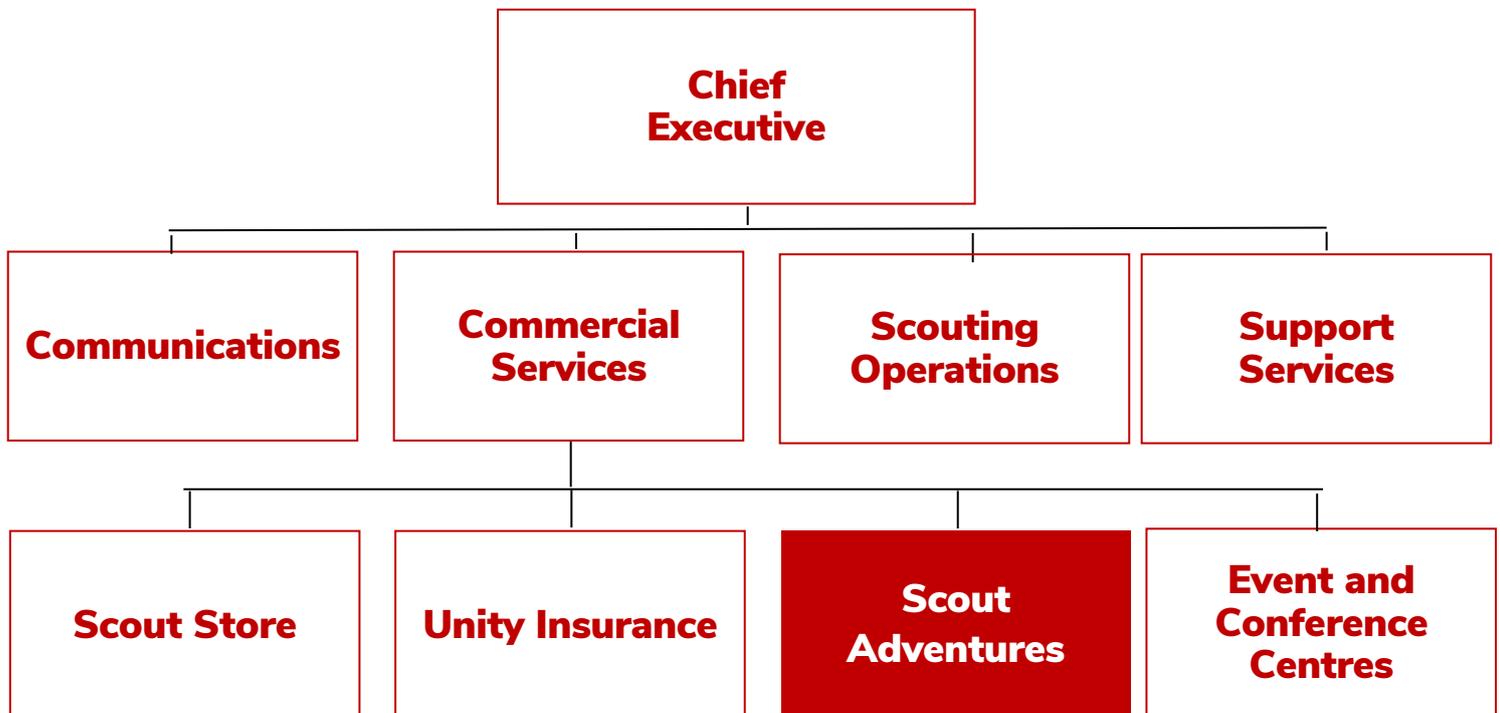
Perception

Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.

'I believe that the Scouts empowers young people. It gives them skills to achieve the remarkable, and opportunities to develop a deeper understanding of the rapidly changing world.' Tim Kidd, UK Chief Commissioner

Our Structure

The UK headquarters of the Scouts is based at Gilwell Park, Chingford, London, and is operationally divided into four directorates



Scout Adventures

Scout Adventures are part of the Commercial Directorate which is responsible for the following areas of Headquarters; Scout Adventures, Scout Event and Conference Centres, Scout Shops Ltd, Unity Insurance Services and Fundraising.

Scout Adventures has a number of locations across the UK. We aim to:

- Enable Scout members (young people and adults) to take part in residential activity experiences.
- Demonstrate the benefits of Headquarters services through the provision of value for money high quality residential and activity experiences to Scout members.
- Contribute directly to the development of young people through the provision of safe, challenging and, exciting and supportive residential and activity experiences.
- Strengthen the public perception of Scouting, amongst adults and young people, through the provision of high quality residential and activity experiences to external audiences.
- Remain financially viable and return agreed surpluses to the general funds of Headquarters.

The Role

Responsible to:	Lead Instructor
Department:	Scout Adventures
Base Location:	Scout Adventures- Hawkhirst
Term:	Fixed term contract from 1 February to 1 November 2022
Salary:	£16,295 per annum Band A, Level 3
Hours:	40 hours per week
Benefits:	Live in accommodation, Pension Scheme, Simply Health medical plan, Accommodation, and Uniform included

Core Purpose

We believe that amazing things happen in the great outdoors. Our Instructors inspire, coach and teach hundreds of young people each year in the art of Adventure. Working in some of the country's most inspirational locations this is an opportunity to join the Scout Adventures team. Learning by doing is at the heart of Scouting and that's exactly what you'll be helping young people to do – using your NGBs qualifications and experience in a range of adventurous activities to instruct and inspire school pupils, Scouts, Guides, students and adults to learn skills for life in the great outdoors.

We're looking for instructors to join our team who are just as passionate as we are about getting young people outdoors to have an adventure. You will be an experienced instructor who has worked with a wide range of groups and in a number of disciplines which might include Paddle Sports, Target Sports, Bushcraft, Climbing and High Ropes. You'll also be happy to provide peer support for our volunteer instructors acting as a role model for good instructing, and even helping with aspects of training and monitoring, as well as all the other aspects of operating a busy activity centre.

To be a seasonal at Hawkhirst, it is essential that you have an NGB instructing qualification in Paddlesports or significant paddling experience with a readiness to achieve a qualification.

Key Tasks

- Act as a role model ensuring best practice within the instructing team, informally mentoring less experienced instructors and volunteers.
- Work with our centre teams to deliver high quality adventure experiences to our customers.
- Assist with the maintenance, preparation, organisation and issuing of equipment.
- Assist in the daily site duties to ensure a functional environment to deliver residential experiences.
- Undertake evening duties on a rota basis, assisting the supervision of groups and provision of evening activities.
- Assist in ensuring that a safe environment exists for all visitors to the Centre.
- Undertake other reasonable duties as may be required by the Adventure Experience Manager.
- Contribute to welcoming and supportive ethos, working flexibly when necessary to support colleagues.
- The post holder must promote and safeguard the welfare of the children and young People that they are responsible for, or come in contact with.
- This role will require weekend and evening working.

Yellow Card

The post holder agrees to comply with the safeguarding rules as set out on TSA's yellow card at all times and be willing to undertake a DBS check



The Person

We are looking for

We're looking for someone to join our team who is just as passionate as we are about getting young people outdoors to have an adventure. You will have already spent at least one year working in a similar environment and will have a range of qualifications. You'll also be happy to support all the other aspects of operating a busy Activity Centre, including leading teams in day to day tasks and being on duty for guests.



Skills and abilities

- Good communication skills especially orally.
- Ability to deliver adventurous and educational activities to and our broad range of guests.
- Demonstrate an ability to provide first class customer service.
- A willingness to take action and to make decisions independently.
- Sensitivity to the needs and feelings of others.
- A desire to understand how things work and to seek out opportunities to learn and grow.

Knowledge and Experience

- Understanding of Scout Association and how we operate.
- Ability to adapt easily to situations and demonstrates a willingness to learn.
- Experience of working at an outdoor or activity centre or similar setting.
- Hold an NGB instructing qualification in Paddlesports or significant paddling experience with a readiness to achieve a qualification.

Values and personal qualities

- Cares about outdoor education and understands how it can change the lives of young people.
- Able to adapt to changing situations, communicate, cooperate with and respect others in the team.
- Wants to do a good job every time and wants to do the right thing even when it's not easy to do.
- Wants to maintain an up to date knowledge of technical competency areas and take a proactive approach to self-development and performance improvement.

Other essential criteria

- The nature of this post and the environment requires significant weekend and evening working.
- The post is a live in position in shared accommodation provided as part of the employment package with no deductions to salary for either.
- A valid driving license would be advantageous but is not essential.

Benefits

Holiday Entitlement: 25 days per year plus bank holidays. This increases after two years service to 28 days and after five years to 32 days.

Additional Holidays: We operate an office closure during the Christmas and New Year holiday period that provides up to an additional 3 days of extra leave.

Looking after your health and wellbeing

Simply Health Scheme

You will have access to a medical scheme to help you with the cost of your everyday healthcare fully funded by the Association such as optical, dental and many more. You will also get access to the Gym discount, family days out discount and online health risk assessment.

Sickness absence

We pay sickness above the statutory minimum requirement.

(Above benefits apply to employees upon completion of three months in their role unless otherwise stated)

Food and drink

Free beverages are available at all sites. At Hawkhirst, some meals are provided when the kitchen is open.

Looking after your future

Generous Pension Scheme

We are committed to providing our staff with a best work place pension scheme that is highly competitive in the third sector. For all employees, the Association has a Group Personal Pension Plan with the Scottish Widows..

This plan allows employees to contribute a minimum of 2% of their gross salary up to the maximum allowed within HMRC limits. The Association will contribute twice your contribution, up to a maximum of 10% of gross salary. Employees can benefit further by saving your own and the TSA National Insurance contribution that is paid into your pension pot.

Life Assurance

All employees are covered by a scheme which pays four times the basic salary in the event of death in service.

Getting to and from work

Car parking

All sites offer free car parking to employees. (NB this is a live on position)

We are proud to be a family friendly employer

Personal Days

Up to four personal days paid leave a year.

Maternity/Paternity Leave

We pay maternity leave above the statutory minimum requirement.

Childcare Vouchers

This scheme is a form of salary sacrifice, enabling employees to purchase childcare vouchers.

Start and finish time

Employees can apply for some flexibility on their start and finish times of work.

Making your money go that little bit further

Scout Store purchases

Employees can make purchases from Scout Store with a discount of 25% on certain items, excluding uniforms.

Online Benefits Portal

Our online benefits portal allows you to tailor make your own benefits package.

Developing yourself and others

Study and volunteer leave

Special leave includes paid leave for volunteering and study leave

How to Apply

Before making an application please ensure that you have read the [Recruitment and Selection Policy](#).

Please submit an application via the apply link on [our jobs page](#).

In order for us to monitor the application of our [Equal Opportunities Policy](#), we would be grateful if you would also complete the Recruitment Monitoring questions on the Application Form.

The closing date for applications is **25th November 2021**

The interviews will be held on the **16th December at Hawkhurst**

If you would to discuss the role in more detail, please contact [our Recruitment Team](#)

