



Seasonal Activity Instructors

(Paddlesports)

Scout Adventures Hawkhirst, Kielder Water
Applicant Information Pack



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Welcome

We're Scouts and everyone's welcome here. All genders, races and backgrounds. Every week we give almost half a million people aged 6-25 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.

At a time when communities are becoming more divided, we bring people together. We encourage our young people to do more, learn more and be more. We're a worldwide movement, creating stronger communities and inspiring positive futures. 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



“As a young boy, Scouting gave me a confidence and camaraderie that is hard to find in modern life. Kids in the UK need a sense of belonging and community more than ever. I’m proud to be the Chief Scout in the world’s greatest youth movement. It is the biggest privilege I have ever had – more than [serving in] the SAS or [climbing] Everest.”

Bear Grylls, Chief Scout



Our values

- Integrity** We say what we mean and when we make a promise, we keep it.
- Respect** We listen to others, explore our differences and work to find common ground.
- Care** Scouts are friends to all and think of others before themselves.
- Belief** We believe passionately in improving the lives and life chances of young people and helping them explore and develop their beliefs and attitudes.
- Cooperation** Scouting is about teamwork. We believe that when we work together we achieve more than we can on our own.

Our key policies

All members follow our key policies. The policies cover:

- Child Protection
- Religion
- Equal Opportunities
- Safety

These policies are fully explained on our website at <http://scouts.org.uk/about-us/key-policies/>

Did you know?

- 9 out of 10 parents think their children would benefit from learning skills for life
- 83% of parents think Scouts helps young people develop skills for life
- 9 out of 10 UK adults think Scouts develop empathy
- 9 out of 10 UK adults think Scouts develop active listening skills 11 of the 12 people to walk on the moon were Scouts.
- Scouts have stood on the summit of Everest and at the South Pole.
- Scouts are public spirited – all our leaders are volunteers and nearly half (47%) volunteer outside of Scouts too.
- Over 160,000 adult volunteers in Scouting learn new skills, make new friends and make a positive impact in their communities.
- We offer over 200 activities from abseiling and coding to drama and water-zorbing.
- Over a quarter of UK Scouting's membership is female.

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At a time when communities are becoming more divided, we bring people together. When many young people are struggling to find purpose and belonging, Scouts helps them develop skills, confidence and a sense of hope. We inspire positive futures and help young people find their place in the world by developing the character, employability and practical skills they need to succeed.





Our strategic plan

Skills for Life

Our plan to deliver better futures

Our vision

By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering 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

Our plan is to build on the success of the previous plan: to continue to grow, become more inclusive, to be shaped by young people and to make a bigger impact in our communities. We have set new goals for 2025.

Growth	Inclusivity	Youth Shaped	Community Impact
<ul style="list-style-type: none"> 50,000 more young people aged 6-18 in Scouts 10,000 more frontline adult volunteers (Section Leaders and Assistant Section Leaders) 5,000 more Young Leaders 	<ul style="list-style-type: none"> we will have started Scouts in 500 more areas of deprivation reaching young people who could benefit the most our adult volunteers will reflect the demographics of our society 	<ul style="list-style-type: none"> 250,000 young people will be shaping their experiences at Scouts 50% of young people will be achieving the top awards 	<ul style="list-style-type: none"> at least 250,000 young people will be making a positive impact in their community each year 50% of young people will be achieving the top awards

Our programmes of work

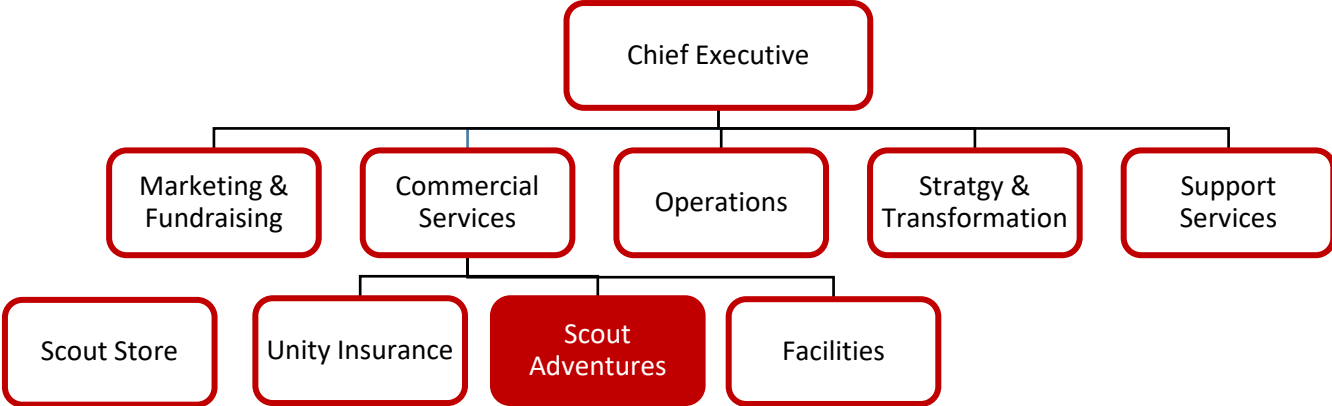
Due to the impact of COVID-19, our Skills for Life strategy has been extended until 2025. The programmes of work that'll help us to achieve this strategy have been revised to: People, Programme, Perception, Digital and Early Years.

We're involving people on the ground every step of the way in the updated strategy, to make sure anything new works for the majority and genuinely make things better, easier and more fun.

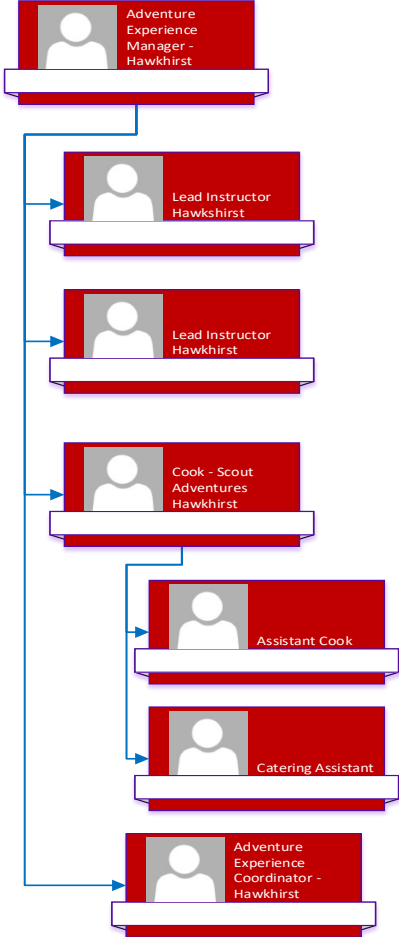
<p>Programme</p> <p>A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools.</p>	<p>People</p> <p>More, well trained, better supported and motivated adult volunteers and young people, from diverse backgrounds.</p>	<p>Perception</p> <p>Scouts is clearly understood, more visible, trusted, respected, and widely seen as playing a key role in today's society.</p>
<p>Digital</p> <p>Embedding our digital principles and transforming the Scouts experience with better digital tools.</p>	<p>Early years</p> <p>Provide more young people with skills for life through a new section for four and five year olds.</p>	

Our Structure

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



Hawkhirst Team Structure



Scout Adventures

Scout adventures exists to provide safe spaces for young people to take part in adventures which challenge and inspire them. At the heart of what we do is the Scout method - with experiences built around team work, spending time outdoors, camping, leadership and taking responsibility for yourself, each other and the environment.

We aim to create a community where volunteers, staff and visitors naturally operate at their best, forming strong connections supporting them towards greater independence and discovery of the world.

As custodians of the places we manage, our mission is to enhance the environment in which we operate at the same time as enriching the lives of our people and our visitors.

- Scout Adventures are based right across the UK.
- We help Scouts (young people and adults) have brilliant days and nights away.
- We show off the great places and people who support the Scouts.
- We help young develop skills for life by offering safe, challenging and exciting days and nights away.
- We help people think differently about the Scouts.
- We help keep down the cost of Scouts so more people can get involved

The Role – Seasonal Instructors

Responsible to:	Lead Instructor
Department:	Scout Adventures
Base Location:	Scout Adventures- Hawkhirst
Term:	Fixed term contract to October 2024
Salary:	£22,324 per annum (pro rata) Band A, Level 3
Hours:	40 hours per week
DBS:	Enhanced
Benefits:	Live in Accommodation, Job specific training, Uniform, Pension Scheme and Simply Health medical plan all 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 NGB 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 including Paddle Sports, and a variety of other sessions which might include Target Sports, Bush craft, 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 activity instructor at Hawkhirst, it is essential that you hold a British Canoeing Paddlesport Leader qualification, hold or are willing to gain a Powerboat level 2 Certificate and have some experience in instructing either target sports or roped activities.

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 tasks to ensure a functional environment to deliver residential experiences.
- Undertake evening Duty shifts 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.
- Essential Qualifications and Experience –
- Hold a British Canoeing Paddlesport Leader qualification or higher
- Hold or be willing to gain a Powerboat level 2 Certificate
- Have experience in instructing *either* target sports or roped activities.

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.
- A valid driving license would be advantageous but is not essential.

Benefits

We've got some great benefits

Holiday Entitlement: On top of your generous 28 days annual leave we give you up to three extra days off between Christmas and New Year. And that's not all, holiday goes up to 32 days after 2 years' service (pro rata for part time staff)

- Work in a way that suits you, your role and your department
- Be proud to say you're part of a team with Investors in People (Gold)
- Plenty of opportunity for learning and development
- 28 days holiday a year, plus bank holidays rising to 32 days after two years (and we don't insist you go camping)
- Four extra days to look after your family when they need you
- Three extra days over Christmas (that's our gift to you)
- When you're at the office, you'll be surrounded by 100 acres of beautiful woodland (that means lovely lunchtime walks)
- Be part of a team that believes having fun's important too, with team days, charity days and our new interactive Scout-themed collaboration hub (think tents!) creating a great informal environment for meeting and working – this'll be opening soon

Food and Drink

Lunch is provided to all staff at our centres when they are working and free beverages are available.

Accommodation and Uniform

Accommodation: Is provided free of charge on site.

Uniform: All uniform and activity specific safety equipment are included.

Developing yourself and others

Training: All relevant training including, subject to applications prior experience

Study and volunteer leave: Special leave includes paid leave for volunteering and study leave.

Looking after your health and well-being

Simply Health scheme: Optical, dental and many more appointments covered, as well as great gym and family days out discounts.

Sickness absence: Once you're three months in, we have generous sickness pay, above the statutory.

Looking after your future

Pension Scheme: We look after your future. You will have been automatically enrolled into The Scout Association's Group Personal Pension Plan, contributing 3% of your qualifying earnings. The Scouts will contribute double at 6% of your qualifying earnings on auto enrolment. You can increase your contribution at any point and we will double your contribution up to a maximum of 10% of your gross salary.

Looking after your family: Your loved ones will receive four times the basic salary if you pass away while employed by us.

We are proud to be a family friendly employer

Personal Days: Up to four personal days paid leave a year.

Maternity/Paternity/Adoption Leave: We pay maternity paternity and adoption leave above the statutory minimum requirement.

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

Car parking

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

Making your money go that little bit further

Scout Store purchases: You can buy Scout Store merchandise with a discount of 25% on certain items.

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

Want to know more?

Check out our [benefits page](#)

How to Apply

Before making an application please ensure that you have read the Recruitment and Selection policy: [Recruitment & Selection Policy | Scouts](#)

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

Please submit an application via our jobs page <https://www.scouts.org.uk/about-us/jobs/> by 11:59pm on Sunday 12th May 2024.

The interviews will be held online **and will be on going until the role is filled.**

For an informal conversation or to find out more about the role, please feel free to contact fiona.williams@scouts.org.uk

