



Preparing young people with skills for life

Lead Activity Instructor for Whickham Thorns Outdoor Activity Centre, Gateshead.

Contents:

About us	3
Our strategy	4
Scouting's fundamentals	5
Scouting's key policies	5
The role	6/7
Person Specification	8
How to apply	9

About us

Overview of Scouting

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25-year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Our members gain valuable skills for life including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

What do Scouts do?

Scouts take part in a wide range of activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming or even how to fly a plane. There's something for everyone. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.



What do volunteers do?

This everyday adventure is only possible thanks to our team of adult volunteers, who support Scouts in a wide range of roles from working directly with young people, to helping manage a local community-based Group, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Our award-winning training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.

Key facts and figures

The Scout Association is a UK charity founded in 1907 and now boasts a membership of over 620,000 young people and adult leaders. We are the largest mixed youth movement in the UK. Scouting activity is delivered through 7,000-plus community based Scout Groups nationwide.

Scouting is widely recognised and is one of the most trusted charities in the UK, giving it a significant level of influence and responsibility. Scouting's greatest strength lies in its grass roots. It is locally that Scouting is best able to identify and work directly with young people most in need.

We believe that through the everyday adventure of Scouting, young people and adult volunteers regularly experience new challenges that enrich and change their lives.

The current focus for the Trustees and those in Scouting in the UK is delivering our strategic vision.

Our strategy

A new strategic plan for Scouting across the UK is currently nearing completion to secure a strategic direction through to 2023 and to grow on the success of the current plan. Team UK (the team of commissioners that leads Scouting across the UK) will play a key part in leading the delivery of this strategy. More details on the work towards our new plan are available at www.scouts.org.uk/ourplan.



By 2023 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.

Further information on our strategic objectives are provided on our website at www.scouts.org.uk/ourplan.

Scouting's fundamentals

Our mission

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Our values

As Scouts, we are guided by these values:

Integrity

Respect

Care

Belief

Co-operation

Further information on our fundamentals, including details of our values, are provided on our website at

<http://scouts.org.uk/about-us/key-policies/fundamentals-of-scouting/>



Scouting's key policies

In common with all members in Scouting, the Chief Commissioner of Wales is required to promote and follow our key policies. The policies cover:

Child Protection

Equal Opportunities

Religion

Safety

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

The role

Overview

Whickham Thorns is a 56-acre site on the banks of the Tyne. It was previously an outdoor centre run by Gateshead Council. An Asset Transfer has entrusted the site and its operation to Gateshead District Scouts. The site has an indoor climbing wall, an outdoor ski slope, a high ropes course and has extensive woodland in which bush craft activities could be undertaken. The site has several cottages ripe for development into a residential centre.

Gateshead District Scouts wishes to appoint Lead Activity Instructor to proactively deliver a range of outdoor activities. Applications from people able to diversify the current offering would be most welcome.

Role description

Purpose: The role of Lead Activity Instructor has the principle aim of reopening Whickham Thorns on a day to day basis by running key activities, including weekends and school holidays.

Appointed by: Whickham Thorns subcommittee of Gateshead District Scouts

Responsible to: Whickham Thorns subcommittee of Gateshead District Scouts under the ultimate responsibility of the District Executive.

Responsible for:

- Daily administration of the centre and bookings, and banking.
- The development of a programme suitable for different stakeholders including schools, Scout/Guides, local families and other groups. Ensuring the broadening participation of the local community with the site.
- Updating social media with events and opportunities at Thorns.
- Health and safety of site users.
- Running activities on the slope, wall, high ropes, bush craft and parties as required.
- Co-ordinating a bank of volunteers and liaising with, and booking, sessional instructors as and when required.
- Other reasonable tasks requested by the Whickham Thorns Sub Committee within the remit of centre running and development.
- Co-ordinate scout group use of facilities.

Key Alliances:

- Gateshead District Scouts, Durham Scout County.

Internal contacts:

- Whickham Thorns Exec. and Gateshead Scouts District Commissioner

Key tasks:

Administration

- Ensure appropriate resources are available both in terms of people and facilities.
- Work with web developer to ensure web and social media presence is engaging and up to date.

Activity Quality and Safety

- Ensuring programmes meet the requirements of our guests and that procedures and standards are followed.
- Staff/volunteer Training and development.
- Run existing activities and develop new ones.
- Keep up to date with current industry best practice.
- Contribute to the development of central procedures and standards.

Facilities

- Ensure all facilities are fit for use and safe
- Engaging with guests

Time comment:

The post requires a flexible approach to working hours and is dependent on the rate of usage of the centre. An average of 40 hours per week would be the norm.

Weekends and school holiday availability is essential.

Hours of work will be annualised in order to allow additional hours to be worked during busy periods and fewer hours to be worked during quieter periods. Time taken in lieu is to be agreed by the Whickham Thorns Sub Committee.

The successful applicant will be expected to work some evenings to meet the customer needs.

Terms of appointment:

- The appointment is fixed term for 12 months initially with a six-month probationary period. There is a strong possibility that successful development of the site post pandemic would lead to the extension of the appointment further upon the agreement of both parties.
- The salary for the post will be £23K per annum based on the qualifications and the experience of the successful applicant.
- Monthly meetings with the successful applicant and a member of the Whickham Thorns Exec. will take place to support the applicant in becoming successful.

- Five weeks of annual holiday, plus bank holidays. Holidays to be taken with the agreement of the Whickham Thorns Exec. We would hope that these would avoid peak business times.
- A two-month notice period is needed for the resignation of the post.

Person specification (E: Essential; D: Desirable)

Skills and abilities:

- Good communication skills both orally and in writing. E
- Ability to deliver training and activities to both staff, volunteers and our broad range of guests. E
- Ability to work within and set budgets. E
- Clearly demonstrate an ability to provide first class customer service. E
- Competent IT skills especially in Microsoft Office applications. E
- Excellent administrative skills including the ability to create appropriate systems. E

Knowledge and experience:

- At least 3 years' experience working in the Outdoor Education Industry. D
- Have worked in a management/supervisory role for at least 3 years. D
- Working with Volunteers. E

Personal qualities:

- Hold at least 1 National Governing Body Qualification from the following (GNAS Archery Leader, NSRA, MLTE CWA,SPA, ML, BCU Level 2 coach or higher, RYA DI or higher). D
- Demonstrate solid understanding of the UK education system. E
- Understanding of The Scout Association and how we work. D



How to apply

Complete the application form and either email it to thorns@gatesheadscouts.org.uk or post to Whickham Thorns Outdoor Activity Centre, Market Lane, Gateshead, NE11 9NX by 7th March 2021

Key dates

The closing date for applications is noon on Sunday 7th March 2021

Short listing will take place 8th-15th March. If you have not heard from us by 17th March, please assume your application has been unsuccessful

Interview will take place after the 15th March. Candidates invited to interview will be given further details of the process.

Further information

For further details, or for any queries, please email us: thorns@gatesheadscouts.org.uk

