Outdoor Activity Instructors
Recruitment pack

Join our team!
This is a fantastic opportunity for enthusiastic and motivated instructors to join Hampshire’s Outdoor Centres (HOC) on an initial fixed term contract with real opportunities to progress to full time, permanent posts.

The Hampshire Outdoor Centres have a reputation for excellence and professionalism as well as operating to the highest standards. HOC consists of four centres, three in Hampshire and one in Wales; we are currently seeking instructors for Calshot Activities Centre.

Calshot Activities Centre
One of the largest Outdoor Education Centres on the south coast.

Calshot offers residential and non-residential courses in an unrivalled number of exciting water and land based activities and field studies. Situated in a unique position on the shores of the Solent, our magnificent setting gives immediate access to the country’s most popular watersports location.

Historic hangars accommodate activities including a state-of-the-art climbing complex, the only indoor velodrome on the South coast, and a dry ski slope enabling the centre to accommodate groups all year round.

Tile Barn
Boasting fourteen acres of camping close to the village of Brockenhurst, the centre is ideally placed to explore the New Forest on foot, mountain bike or boat.

Groups that stay on-site can take part in a wide range of team building, off ground, water and environmental activities. The pre-erected camps are ideal for providing a safe first time camping experience for the young people of Hampshire. Tile Barn can accommodate up to 300 people across the camping fields, bunkhouse facility and in the new camping pod village opening this year. At weekends the site caters for Duke of Edinburgh expeditions camping and military families in the pods.

Runways End
In Partnership with Rushmoor Borough Council and Blackwater Valley District Scouts this is Hampshire County Councils newest Outdoor Centre on a 9-acre site.

Offering a wide range of land based and watersport activities, Runways End includes accommodation and activities designed to make the facilities accessible for groups with special physical and learning difficulties. With 11 campsites with the capacity to accommodate up to 200 people plus Forge Lodge, a purpose built indoor facility, it can sleep up to 60 people.

Our centres have close links with National Governing Bodies for activities we teach. We deliver courses from novice to expert, including instructor training and assessment to individuals and groups.

Our Staff
There are around 40 full time teaching staff across the four centres with a further thirty five support service staff that provide food, accommodation, technical and admin support. The strong staff team enables the centres to operate seven days a week throughout the majority of the year. The staff have access to some of the best facilities in the UK along with benefiting from the knowledge and experience of the more experienced staff members which include Mountain Instructors, Track Coaches, Dinghy Coaches and Powerboat Trainers.

Self catering accommodation is available for our new Calshot staff. Some accommodation is on site with others in three cottages approximately a mile away in Calshot village. Staff have individual rooms, with a communal lounge, kitchen and shower.

Is this role for you?

What we are looking for?
Enthusiastic, motivated staff who believe in the value of outdoor learning. You should have a broad experience of working in the outdoor industry and have some relevant teaching experience.

We prefer you to be an instructor in RYA Dinghy or Windsurfing.

Skill in any land-based activity is advantageous. However, you may have a range of outdoor activities and teaching experience, but no formal qualifications. Either way we would like to hear from you.

It would also be beneficial that you have a full driving licence and are able to pass the PCV medical.

Roles at Calshot Activities Centre
Calshot is dedicated to accelerating the personal development of young people through group learning situations; this means that, where possible, instructors follow groups for the duration of their course, teaching the full range of activities which include: Kayaking, Dinghy Sailing, Windsurfing, Powerboating, Skiing, Snowboarding, Rock Climbing, Track Cycling, Mountain Biking, Archery, Orienteering, High Ropes and Field Studies.

On evening and weekends Calshot also offers Personal Performance and Coaching Qualifications in both land and water based activities.

Our Client Base
Our clients come from a diverse background of which Hampshire school groups account for the largest numbers. We also actively market to schools outside of Hampshire and currently serve schools from as far as the Channel Islands, Home Counties and the Midlands.
Apply Now!

All applications need to be made via www.newjob.org.uk

Closing Date
20 November 2016

Interviews
7 and 8 December 2016

Start date
23 January 2017

For an informal chat about the posts, or to arrange a visit, please call the relevant centre directly;

Calshot
Ben Lidstone-Scott (Operations Manager) or Ben Walmsley (Senior Instructor)
Tel – 02380 892077

There may be opportunities at our other centres in the future.

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Selection Process

7 and 8 December
Day 1:
A detailed look at working conditions and training opportunities. You will run a brief ice breaker/team building session; this is our opportunity to see you in action. We may then make a selection of those candidates we choose to invite back for the more formal interviews on day two.

Day 2:
Formal interviews. Further details will be provided following shortlisting.

Initial Training
We have developed our own training programme to provide multi-talented instructors. This programme will be based at Calshot for all new staff and provides an ideal opportunity for those people, who already have some experience, to improve and extend their range of skills and qualifications.

Our goal is to enable an instructor to teach taster sessions in all of the activities provided at the centre they are based at. Some of the training will be site specific and others to a National Governing Body syllabus. This will develop your personal and coaching skills. You will have the opportunity to observe an experienced member of staff teaching the session, and then be assessed teaching the activity yourself. Issues such as child protection, manual handling, incident management and first aid are important aspects of this training, as well as the technical skills in the activities.

Contract durations
All staff will start in January and finish in October.
Instructors work Monday to Friday plus up to 14 weekends per annum. The normal teaching day is 9am to 5:30pm plus up to two evenings per week. There is also a weekend activity rota. This averages out to a 37 hr week over the season.

Salary and holiday entitlements
Fixed term Instructor salary £15,315
Paid holiday entitlement: 24 days plus bank holidays pro-rata for the period of your contract.

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Hampshire Outdoor Centres Apprenticeship Programme
Even if you do not have the relevant experience to apply for an instructor position but are willing to learn and have a passion for the outdoors, we are now offering a 12 month intermediate apprenticeship in activity leadership.

You will be based at Calshot, but will have the opportunity to work at the other three centres during your apprenticeship. Apprenticeships offer a wide range of skills and experiences, along with some qualifications whilst working as an assistant instructor across the site undertaking a range of activities.

Full training is given in all areas.

Please contact Ben Lidstone-Scott on 02380 884941 for further details.

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In the future
If you are successful gaining a fixed term contract, you will have a real chance of applying for a sought after permanent post as we actively recruit in this way.