Outdoor Activity Instructors

Starting late January 2016

Hampshire County Council
This is a fantastic opportunity for enthusiastic and motivated instructors to join Hampshire’s Outdoor Centres (HOC) on a fixed term contract with real opportunities to progress a full time permanent post.

The Hampshire Outdoor Centres have a reputation for excellence and professionalism as well as operating to the highest standards. We are currently seeking instructors for Calshot, Tile Barn and Runways End.

Hampshire’s centres offer residential and non-residential courses. They boast a wide range of land based, watersport and field studies activities.

**Calshot Activities Centre**

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. Ashore, historic hangars accommodate various 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 throughout the year.

**Runways End**

Hampshire County Council’s newest Outdoor Centre, opened in September 2011 in partnership with Rushmoor Borough Council and Blackwater Valley District Scouts. The Centre has both accommodation and activities designed to be accessible for groups with physical and learning difficulties. The 9-acre site has 11 campsites with the capacity to accommodate up to 200 people. Forge Lodge is a purpose built indoor facility and can sleep up to 60 people.

**Tile Barn**

The Centre offers 14 acres of camping close to the village of Brockenhurst, and is ideally placed to explore the New Forest on foot, mountain bike or by boat. Tile Barn can accommodate up to 300 people across camping fields, a bunkhouse and a new camping pod village which is ideal for providing a safe first time camping experience for the young people of Hampshire.

**Our Client Base**

Our clients come from a diverse background, Hampshire school groups taking part in multi activities sessions account for the largest number. We are also visited by schools from as far as the Channel Islands, Home Counties and the Midlands.

The Centres have close links with National Governing Bodies for all activities we teach. We deliver courses from novice to expert, including instructor training and assessment.

**Are the Hampshire Outdoor Centres for you?**

Your first job is to decide which centre you wish to apply for...

you will spend a great deal of your time instructing taster sessions in the activities provided at the centres, these include kayaking, climbing, mountain biking, archery along with high and low ropes with the addition of sailing, windsurfing, track cycling and snowsports at Calshot. You will also be involved in the day to day operations and maintenance, ensuring all equipment is maintained to a good standard.

**The Staff**

HOC have around 40 full time teaching staff with a further 35 support service staff. The staff have access to some of the best facilities in the UK. They benefit from training from highly experienced staff which include Mountain Instructors, Track Coaches, Dinghy Coaches and Powerboat Trainers.

**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 ideally in a residential centre, and have some relevant teaching experience.

For Calshot it is essential you hold two relevant instructor awards. For Tile Barn & Runways End you must have worked in a centre and have some relevant teaching experience.

Skill in any land-based activity which the centres offer 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. A full driving license is desirable and the ability to pass the PCV medical.

**Calshot Activities Centre**

You will be part of a large team of instructors who are dedicated to the personal development of young people through outdoor activities; this means that where possible instructors follow groups for the duration of their course, teaching the full range of activities.

Self catering accommodation is available for our new Calshot staff in three cottages in Calshot village. Staff have individual rooms, with a communal lounge, kitchen and shower.

**Runway’s End**

Close to Farnborough and Aldershot, the centre enjoys community participation as well as residential programmes. As part of a small team your role will be flexible to meet the demand during evening and weekends.

**Tile Barn**

Tile Barn deliver multi activity programmes for our groups and you will slot into the small staff team managing programmes for a broad range of customers. The variety of work may include moving tents, issuing and collecting equipment to groups at the start and end of their stay and general site maintenance.
Initial Training
We have an intensive training programme to help develop the multi-talented instructional staff we need. Initially be based at Calshot this programme provides an ideal opportunity to extend your range of skills and qualifications. Accommodation will be available during this training period for new staff subsequently employed at Tile Barn and Runway’s End.

Our goal is to enable instructors to teach taster sessions in all activities. Training will include some National Governing Body qualifications. The aim is to develop your personal and coaching skills, including observations of experienced staff teaching sessions, followed by assessments to teach the activity. Child protection, manual handling, incident management and first aid are important aspects of this training.

Contract durations
Calshot employees will start in January, Runways End and Tile Barn employees in March and all finish October.

- Fixed term Instructor salary £14,586.
- Average 37hr week.
- Time off in lieu is given for each working weekend with 50% enhancement for Sundays and 100% enhancement for bank holidays.
- Paid holiday entitlement is 24 days plus bank holidays pro-rated for the period of your contract.

At Calshot, 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.

At Tile Barn it is 9am to 5pm with two evenings per week and working every other weekend.

At Runways End instructors will mainly work 1pm to 9pm, this will be flexible in order to meet all operational needs of the centre, there is also a weekend activity rota.

The Selection Process
This will be at Calshot for all applicants over a two day period. The first day will include a detailed look at working conditions and training opportunities. You will also be asked to run a brief ice breaker/team building session; this is our opportunity to see you in action and for you to decide if this role is for you. We may then select those candidates we choose to invite back for the more formal interviews on day two.

Training Posts
In addition to the fixed term contracts, we also offer a number of training positions. These enable candidates to join in with our full training programme of land and water based activities. They include full board and lodging but are not paid posts and they provide the opportunity to apply for any fixed term vacancies in the ensuing period. In the past three years, all trainees have been successful in gaining employment with us.

In the future
All full time permanent posts are recruited from our fixed term instructors. You will be ideally placed to apply for one of these sought after permanent posts with Hampshire Outdoor Centres.

Apply Now!
All applications should be made via www.newjob.org.uk.

Please make it clear on your application which centre you wish to apply for (you can apply for more than one, but again please make this clear).

If you would like an informal chat about the posts, or to arrange a visit, please contact the following;

Calshot
Ben Lidstone-Scott (Operations Manager) or Ben Walmsley (Acting Assistant Manager)
Tel – 02380 892077

Runways End
Craig Lindsay (Centre Director) or Hannah Cornell (Senior Instructor)
Tel – 01252 344421

Tile Barn
David King (Operations Manager) or Adam Bowden (Senior Instructor)
Tel – 01590 623160

Closing Date – 8 November 2015
Interviews – 8 and 9 December 2015