

2022

Adventure Center Instructor

JOB PACK





Adventure Centre Instructor

About the role:

BF Adventure was established 30 years ago and has developed a 60-acre activity site together with a highly skilled team to deliver flexible programmes of inclusive, adventurous outdoor activities for children, young people and their families.

Role Summary and accountabilities:

The key role of a BFA instructor is to deliver/support a range of activity instruction and programmes (dependent upon experience/qualifications) to the clients of BFA. To operate to a highly professional and safe standard, to create an enjoyable, challenging, fun and educational environment providing equal opportunities to a wide range of often challenging individuals.

At BF Adventure our mission is to **inspire, challenge** and **motivate** people, especially young people, to develop their **life skills** and to bring about **positive change**. We work in line with a set of core organisational values

BF ADVENTURE VALUES

JOURNEY OF CHANGE

CHANGING PERSPECTIVES



We embrace diversity and recognise everyone has a part to play in life. No one should face discrimination and we challenge both its roots and its impact.



TRUST

At BF Adventure we believe that our environment, should be a safe space for all, igniting positive relationships based on trust and respect.

EMPOWERING

We listen to you and value your opinion. We enable you to face challenges and make informed decisions.

COLLABORATING

We believe working together achieves the best results. We actively explore new partnerships with those who share our values.



INTEGRITY

We welcome a culture of honesty and openness that allows us to learn and grow together. We do what we say!



SUSTAINABILITY

We seek to deliver lasting change and to minimise our impact on the planet.

BF Adventure | Goodygrane Activity Centre | Halvasso | Longdowns | Penryn | TR10 9BX



Job Description

Job Title:	Adventure Centre Instructor
Level:	Level 3
Salary:	£16,700 - £20,020 *
Term:	7/3/2022-18/09/2022 with possible extensions subject to business levels
Hours:	FT 8.30am to 4.30pm (some evening & weekend work will be required)
Responsible to:	Coordinator

**(this scale will increase in April 2022 to reflect the NMW increase)*

Key Responsibilities

Activity Support/Instruction:

- To lead/support the delivery of a range of inclusive outdoor activity programmes both on and off site
- Maintain a full understanding of BFA's H&S policies and to understand and practice dynamic risk assessment of all activities
- Motivate & Enthuse Clients
- Set boundaries and impose consequences should they be exceeded
- Challenge and manage anti-social behaviour
- Adapt level of challenge to needs and capabilities of participants
- To meet the needs of each individual with a focus on inclusive participation
- To demonstrate a clear understanding of safeguarding and equal opportunities

Administration:

- Completion of all documentation relating to client groups/programmes
- Accurate submission of timesheets and monitoring of all internal communications
- Report writing
- Completion of equipment logs and safety checks

Other:

Due to the varied and ever changing nature of operations at BF Adventure you may be required to undertake additional roles, responsibilities and tasks** as necessary to facilitate the smooth running of activities

** (within your level of experience, training and capability)



Person Specification

Summary

Suitable candidates will be able to instruct a variety of session or be able to be trained to run a variety of activities to a spectrum of groups including but not limited to school children, families, individuals and children on holiday clubs.

Candidates should have enough experience to conduct themselves in a professional way offering excellent quality of session with an emphasis of development and education and focus on safety. Candidates should be able to behave as a role model for junior staff so excellent practices and skills taught are reinforced.

Experience

- Minimum of 2-3 seasons of instruction, industry specific training or youth work

Essential Skills and Qualifications

- BCU level 1 coach
- Able to pass BFA climbing level 3 or have CWA
- Zip wire experience
- Problem solving experience
- Ability to draw out learning objectives from activities with a large range of groups
- Water confident to be assessed to lead quarry steering
- First aid qualification

Desirable Skills and Qualifications

- RCI Assessed
- ERCA qualification
- BCU Level 2 coach or higher

Safeguarding

BF Adventure is committed to safeguarding children, young people and vulnerable adults. We can only accept applications through our application form and the successful candidate will be required to complete an enhanced DBS check. Please see our website bfadventure.org for the full job description, application form and how to apply. Please note, we will only accept applications through this process.



What next:

1. Please complete the Application Form and the Equal Opportunities Monitoring Form. These forms can be found on our website. You can either use the online version or the Word format
2. If you choose the Word document please save the Application Form in the following format:
3. Your name jobtitleapplication_date
4. Please email the form to jobs@bfadventure.org with the email subject Adventure Center Manager Application

The closing date for applications is 1/3/2022

Interviews are scheduled to take place on a case-by-case basis for applications that meet the threshold to be invited to interview through a scoring process. Please be aware that only applications made using the BF Adventure application form (on line or word format) will be scored.

Please do not hesitate to phone us on 01326 340912 if you have any questions.

Many thanks for your interest and we look forward to hearing from you!