



APPRENTICE 2024 INFORMATION PACK

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Apprentice 2024 January start – General Information

Dates

Start Date: 10th January 2024
End date: 23rd February 2025

Application Deadlines: 25/11/23
Selection / Interview days: up to the 25/11/23

Aim

Building on the success of previous years of apprenticeships, BF Adventure aim to train and inspire young people to work, and possibly gain a career, in the outdoor industry. The overarching aims are to:

1. Provide candidates with transferable skills though 13 months of training and engaging work
2. Provide a pathway for those that choose a career in either the outdoor industry or youth work
3. Allow for a progression into further employment at BF Adventure



Objectives

The programme will look to develop individuals and maximise experience, skills and qualifications by

- a. Providing a dedicated period of three months with a minimum of 21 hours a week for training
- b. Provide a supported framework to enable real work experience of the delivery of activities to appropriate groups from April to September
- c. Engaging trainees to experience a range of other essential site duties including site support, equipment checks, core charity work, maintenance and ground keeping and administration to develop a full range of skills



Our training partners

Our delivery partners are Channel Training, it's their job to support, and guide apprentices though the Outdoor Activity Instructor standard. This apprenticeship is pitched at a level 3 and this is reflected in the course work expected from successful candidates. More details on the standard can be found on this [link](#), and more information on channel training can be found on this [link](#).



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Progression

Progression from the apprenticeship depends on the individual and how well they engage in the programme. In the past six years these are some of the typical progression's apprentices have achieved:

- Direct employment in the Adventure Centre part of the charity as a seasonal instructor
- Following this, progression into the core of the charity for full time work
- Employment into other outdoor centres across the world
- Entry level skills and experience to become a freelance Instructor
- Possible pathway to higher level apprenticeships

Outcomes

Hard outcomes will include:

- i. BC performance award
- ii. BC PSRT
- iii. BC Paddle Sport Instructor
- iv. Outdoor First Aid (16 Hour)
- v. BF adventure internal qualifications including:
 - a. Archery
 - b. Climbing
 - c. Zip wire
 - d. Adventure Quarry
 - e. Low Ropes
 - f. Orienteering
 - g. Via Ferrata
 - h. Level 1 Certificate in Safeguarding training



Hard outcomes may include*:

- vi. Climbing Wall Instructor award, training / assessment
- vii. GB Archery Instructor award
- viii. British canoeing explorer award
- ix. Level 2 Certificate in Safeguarding training

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Other outcomes will include

- 13 months of employment
- A minimum of six months of activity delivery experience
- Working with a wide range of groups including school groups, adult groups, group with disabilities and groups from the core of the charity

* Additional costs may be applied and courses may need to be undertaken in apprentice's spare time

Pay

This is linked to the National Framework as advertised on the [.gov website](#). Pay varies depending on your age.

What stuff do you need for an apprenticeship?

BF Adventure will provide PPE suitable for your work and uniform so there is no need to rush out and purchase £1000's worth of equipment.

Learners will need to provide the following things on a daily basis:

- Good outdoor footwear – sturdy trainers or hiking boots are perfect
- Welly boots – simple but cost effective
- Old trainers for watersports
- Waterproof coat and trousers
- Plain dark clothes for working
- Spare clothes each day
- Hat and gloves
- Water and packed lunch
- Working personal mobile phone



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Transport

Learners will need to be able to travel independently to and from BF Adventure on a daily basis

Time table

This will change to make the best use of facilities, equipment and the groups but the general picture will look something like this:

Month	Overview	Working patterns	Typical time table
Jan, feb and march	A minimum of 4/5 days will be spent training	Monday to Friday 0830-1630	3 or 4-days training with 1-day for apprentice course work. Leading to shadowing and testing out of skills learnt with practice groups in Jan once a week
April	Site preparation for the upcoming season with the occasional delivery day and work experience with the core of the charity	Flexible 5 x 7-hour days a week. May include the occasional weekend and evening	These days may also include grounds work, simple construction, cleaning, decorating etc
May, June, July, August, September	5 days a week delivery, delivery support and site maintenance	Flexible 5 x 7-hour days a week. May include the occasional weekend and evening	A typical day could include working with one or several group/s, either supporting other staff or independently as your confidence and skill grows
October, November, December and January	Gateway and Endpoint assessments, with site work and the occasional delivery day/s and work experience with the core of the charity	Flexible 5 x 7-hour days a week. May include the occasional weekend and evening	Finalising your portfolio for your final assessment also working with groups, and helping to prepare the site for the following season

How to apply

- Scan the QR code for an online application form
- Complete an Equal Opportunities form
- Visit our website <https://www.bfadventure.org/jobs/> for both forms

