

Job Description Outdoor Activity Tutor

Service:	Libraries, Museums, Culture and Archive	Team:	Lancashire Outdoor Education Service
Location:	Hothersall Lodge/Tower Wood/Borwick Hall Outdoor Education Centre		
Salary range:		Grade:	JNC 6-9
Reports to:	Operations Manager	Staff responsible for:	N/A

Job Purpose

The role is to:

- To deliver safe, high quality outdoor education experiences for residential and non-residential groups
- To develop the centre resources and promote centre through involvement with clients and relevant agencies.

Accountabilities/Responsibilities

- Deliver activity sessions as required
- Support centre/service culture
- Comply with LOE, LCC, ALAS and other requirements
- Applying safety management systems
- Undertaking equipment maintenance schedules

Other

- **Equal Opportunities**
We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- **Health and safety**
All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
- **Customer Focused**
We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**
We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.
- **Innovative**
We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.
- **Respectful**
We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- **Collaborative**
We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification Outdoor Activity Tutor

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications
<p>Essential</p> <ul style="list-style-type: none"> • A minimum of 2 of the following ML(s), RCI#, BCU L2#, L1 Cave Leader, RYA DI, GNAS, BC MTB L2#, CWA# (#or equivalent) <p>Desirable</p> <ul style="list-style-type: none"> • D1*with MiDAS • Current 1st Aid • Other outdoor activity qualifications
Experience
<p>Essential</p> <ul style="list-style-type: none"> • Work in an outdoor centre / outdoor activity delivery setting • Work with a variety of client groups • Work independently to a high standard •
Essential knowledge, skills & abilities
<ul style="list-style-type: none"> • Ability to work as part of a team and unsupervised • Good organisational, communication and reviewing skills • Professional, client orientated approach • Demonstrate high levels of safety awareness and risk management • Flexible approach to irregular hours (weekends and evenings) • IT skills (word processing, databases, email, internet) • Assist with other centre and service needs as directed
Other essential requirements
<ul style="list-style-type: none"> • Commitment to equality and diversity. • Commitment to health and safety. • Display the LCC values and behaviours at all times and actively promote them in others.