# **PERSON SPECIFICATION: - SENIOR ACTIVITY INSTRUCTOR POST REFERENCE: SR-101945**

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**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | |
| --- | --- | --- | --- |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | N.G.B. qualifications.  Minimally WGL or ML (summer) plus one of SPA / BCU Level 2 (open) with training towards other NGB’s from the desirable list (F,I)  A valid First Aid Certificate that supports NGB qualifications (F,I)  Qualified / Eligible to drive a minibus (16 passengers) (F,I) | Educated to advanced / degree level; preferably in vocationally relevant subject areas e.g. outdoor education, geography, ‘environment’ etc (F,I,R)  Teacher trained / qualified; preferably at primary level / key stage 2. (F,I)  Qualifications / training in any areas that might be useful e.g. IT, marketing, photography, music, art etc. (F,I)  NGB qualifications.  ML (summer), SPA, BCU Level 2 (open) BOF Level 2, BCA Level 1 GNAS (F,I)  Additional and / or higher level NGB’s relevant to ‘Carlton’ (F,I) | |
| * **Work or other relevant experience** | Successful delivery of outdoor activities/outdoor education across a broad activity / subject range to varied age / ability levels and customer groups. (F,I,T,R)  Experience of planning, self-management, organising and evaluating. (F,I,R) | Experience gained through the medium of residential outdoor education. (F,I)  Successful experience of managing and supervising others and able to relate to a wide range of individuals. (F,I,R)  Successful experience of aspects of marketing and promotional work. (F,I,R) | |
| * **Skills, abilities, knowledge and competencies** | Able to inspire, motivate, educate and safely lead young people and others in the outdoor environment. (F,I,T,R)  Interest / enthusiasm / ability in linking outdoor ed. to the mainstream curriculum. (F,I,R)  Has relevant ‘outdoor’ subject knowledge and can relate / apply this knowledge to groups, particularly primary age children. (F,I,T,R)  A good communicator having the interpersonal skills to relate well to diverse groups and individuals. (F,I,R) | Skills in any area that might be of use to the Centre’soperation. (F,I,R)  Teaching skills. (F,I,T,R)  Knowledge and practice of the National Curriculum, particularly at key stage 2. (I)  Able to write reports / documents competently. (R) | |
| * + **General competencies** | Helpful and supportive manner, good communicator, adaptable, flexible in approach to work time / tasks. (F,I,R)  Thorough, conscientious, hard working, loyal, trustworthy. (F,I,R)  Takes a ‘Professional’ attitude to role. (I,R)  Highly supportive of the work of the Centre and the work of colleagues. (F,I,R)    Willingness to undertake continuing professional development. (F,I) |  | |
| **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.