# **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 CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease 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.