

# Senior Instructor and I/C Health and Safety

## Job description



### Senior Instructor

- Line manage and lead our instructor team: be the first port of call for any problems, issues or advice needed; deliver annual reviews, monitor progress, manage holiday and time off requests and help to task the instructor team.
- Deliver training in NGB qualifications including paddlesports, hiking and climbing for our team and external clients.
- Actively model high standards of professionalism at all times and provide our instructors with training and support in their areas of responsibility (TA, shed, canoe club etc) and encourage them to gain relevant higher level qualifications as agreed with A+ Management.
- Be responsible for the quality of Adventure *Plus* activities: ensure all instructors are providing sessions up to the A+ standard through training, feedback, Peer Review and regular supervision.
- Develop A+'s activity portfolio: expand the range of activities and events that we offer as well as being involved in the fundraising, marketing and health and safety process.
- Maintain and develop relationships with key clients ensuring that our provision suits their needs.

### I/C Health and Safety

- Be responsible for the health + safety of the activities and programmes that A+ run and manage A+ operational systems.
- Be responsible for the storage spaces and activity kit on site and utilise the activity team to ensure storage spaces, kit and equipment are kept in good order.
- Be responsible for our AALA licence; making sure we are compliant and oversee bi-annual inspections.
- Have good knowledge of the necessary Risk Benefit Analyses and Health & Safety Plans and ensure they are regularly reviewed and updated.
- Train &/or arrange training for the A+ team and ensure they are aware of the importance of following the correct procedures and protocols.
- Help A+ create a cutting edge exciting Adventure *Base* & Adventure *Base* facilities, including managing the installation of some specific key features.

### Event Leader & Activity Coach

- Be the lead coach on a variety of events with overall responsibility for the event: organise the coaching team to ensure the booking is delivered to A+ standards; ensuring the smooth running of the programme and debriefing the team.
- Organise and run a range of activities at the A+ site and across the UK. Activity sessions include, but are not limited to: abseiling; archery; biking; bush craft; canoeing; climbing; fencing; kayaking; team building; walking.
- Across all activity sessions seek to build relationships with the young people; aiming to inspire them, build their confidence and self-esteem; equip them to fully participate in activities and appropriately and sensitively directing them to explore the Christian faith.

### Salary Support

- Approach sending or home churches, friends + family for support towards your work at A+ (10%)
- Ensure your supporters are kept up to date about your work, prayer requests etc

### General

- Assist where necessary with other aspects of A+'s work including driving A+ vehicles.
- Lead and participate in daily staff Christian 'morning thought and prayer' as part of A+ team

### Personal Development and Training

- Maintain relevant memberships of NGBs and records of experience to ensure qualifications, including First Aid, remain valid. Train for new qualifications as agreed with your Line Manager.
- Extend working knowledge of Microsoft Office, PowerPoint and other relevant programmes.

I have read & understood the above job description and am happy to work for A+.

Signed .....

Date ...../...../20.....