



Realising potential is about inspirational people who are passionate about what they do

Post Title: Graduate Trainee Sports (Outdoor Education)

Responsible to: Curriculum Area Manager- Sports

Salary: £10,000 - £11,500 per annum **Status:** 12 months, fixed term

Purpose of the job: Carries out practical instruction and associated curriculum activities under the supervision/guidance of the lecturer/course manager which contribute towards high quality, effective and relevant learning experiences that are appropriate to the needs of learners.

REASEHEATH COLLEGE MISSION

“To inspire achievement by delivering outstanding education and skills”

REASEHEATH COLLEGE VALUES

Every member of staff at the College has a responsibility for and commitment to the implementation of the College Vision so that the learner experience is a valuable and memorable one.

As an important part of our team you are also required to ensure that your behaviour towards both staff and learners demonstrates P R I D E in everything you do through actively supporting our Values:

P eople **R** esponsibility **I** ntegrity **D** iversity **E** xcellence

Key Tasks and Responsibilities of your Job Role

Key Result Areas	Tasks
CUSTOMER Learning & Skills Development	<ul style="list-style-type: none">• Delivers practical instruction sessions both on and off site following agreed curriculum content consistent with college approved procedures to meet learner and customer needs• Assists with the organisation and delivery of off-site residential activity programmes.• Assists supervision of student visits and work experience.• Supports learners using a variety of methods to maximise their potential
CUSTOMER Quality	<ul style="list-style-type: none">• Assists with the Implementation of quality assurance processes on college programmes to enable consistency in assessments and quality in delivering teaching and learning• Delivers practical teaching sessions to a consistently good/outstanding level.• Undertakes practical work including the maintenance, care and secure storage of equipment and facilities in the Sport Area• Contributes effectively to improvement of Key Performance Indicators (KPI's)

CUSTOMER Business Development	<ul style="list-style-type: none"> • Participates in marketing and recruitment of students to attract potential learners • Assists with the preparation for and attends trade show events to represent the College
PEOPLE & CULTURE	<ul style="list-style-type: none"> • Contributes to a high performing team within the Sports curriculum area which ensures accountability and clarity of objectives and which utilises and develops the skills, knowledge and competencies of all staff members • Participates fully in personal professional development following appraisal of individual needs and uses knowledge and skills to develop teaching practice • Establishes effective working relationships with all interdependent areas of the College to support co-operative partnership working and to maximise the learner experience
RESOURCES	<ul style="list-style-type: none"> • Prepares learning resources including equipment and materials in order to support the Sports Curriculum Area enhance learner experience and employability • Undertakes regular inventories of physical resources used by the Sports Curriculum Area. • Ensures meeting of high standards in respect of health and safety, equality and diversity, safeguarding and child protection matters
FINANCE	<ul style="list-style-type: none"> • Works with the Curriculum Area Manager to ensure effective and efficient use of departmental budgets • Makes suggestions and identifies cost effective methods of course delivery in order to ensure decisions are made with full consideration of the financial impact

PLEASE NOTE

Reaseheath is an education establishment within an ever changing service and all staff are expected to participate constructively in College activities and to adopt a flexible approach to their work.

Your job description will be reviewed during your annual Performance Development and Review interview, and will be varied in the light of the changing business needs of the College.

The job description is not intended to be exhaustive and is only indicative of the nature and level of the responsibilities associated with the post at the date it was drawn up. Your duties may vary from time to time without changing the general character of the post or the level of responsibility. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the terms and conditions of employment associated with the post.

Please note this role constitutes 'regulated activity' as defined by the Protection of Freedom Act 2012. The successful candidate will therefore be required to undertake an enhanced DBS with barred list information prior to starting employment.



Person Specification
Post Title: Graduate Trainee Sports (Outdoor Education)

Key Results Area	Knowledge & Skills	Competencies
CUSTOMER Learning & Skills Development	<p>Minimum level 4 qualification ideally in a Sport/ Outdoor Education related subject</p> <p>Completed training in one of the following National Governing Body Awards: MLTE Summer, RYA Assistant Dinghy Instructor, SPA, BCU Level 2 coach training or UKCC Level 1 coach Paddle sports, Trail cycle leader L1 or equivalent.</p> <p>Level 2 Maths & English or equivalent</p> <p>IT skills in MS office Applications</p> <p>Experience of working in the outdoor activities industry sector</p> <p>Evidence of continuous personal development and a commitment to professional development</p>	<p>Developing Self & Others</p> <p>Flexibility</p> <p>Planning and Prioritising</p>
CUSTOMER Quality	<p>Demonstrable evidence of operating within a successful team</p> <p>Ability to assist and undertake Outdoor Studies/ Activities sessions and residential programmes</p>	<p>Passion for Improvement</p> <p>Integrity & Accountability</p>
CUSTOMER Business Development	<p>Ability to build relationships within the industry to forward our reputation and business opportunities</p> <p>Ability to communicate and negotiate effectively with individuals at all levels including students, parents, colleagues and the wider industry</p>	<p>Influencing & Impact</p>
People & Culture	<p>Technically sound with the desire to develop inspirational and innovative teaching and learning ability</p> <p>Self motivated with ability to motivate others and enthuse learners to succeed</p>	<p>Leadership</p> <p>Teamwork</p> <p>Developing Self & Others</p>
Resources	<p>Ability to maximise student experience and own and develop work programmes</p> <p>Full driving licence with D1 category provisional licence or equivalent</p>	<p>Planning & Prioritising</p> <p>Integrity & Accountability</p>
Finance	<p>Ability to work within Departmental budgetary limits</p>	<p>Problem Solving</p> <p>Planning & Prioritising</p>