

# CAMBRIDGESHIRE COUNTY COUNCIL

## PERSON SPECIFICATION

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**Job Title:** Lead Instructor  
**Directorate:** Place and Economy  
**Service:** Environment & Commercial  
**Reports to:** Chief Instructor  
**Grade:** NJC Scale 4  
**Location:** Grafham Water Centre  
**Hours:** 37 hours per week

The following criteria are appropriate for this post. You must meet the essential criteria in order to be shortlisted for the post and it would be advantageous if you meet the desirable criteria.

#### **Education, Qualifications & Training**

##### Essential:

- A variety of instructor qualifications in activities taught at Grafham Water Centre, must include three of the following; BC/UKCC Level 1 Coach/ Paddlesport Instructor, RYA Dinghy Instructor, RYA Windsurfing Instructor, Mountain Bike Leader, Mountain Leader, Climbing Wall Award/ Climbing Wall Instructor, GNAS/ Archery GB.
- First Aid Qualification.
- A Key Skill Level 3: 2 'A' levels, ONC, APIOL, OND, BTEC, NVQ level 3 or equivalent.

##### Desirable:

- A senior level outdoor instructor qualification; either RYA Senior Dinghy Instructor, BC/UKCC Level 2 Coach / Sheltered Water Coach Award, Single Pitch Award / Rock Climbing Instructor, Climbing Wall Leading Award/ Climbing Wall Development Instructor, RYA Windsurfing Senior Instructor.
- APIOL.

#### **Knowledge & Experience**

##### Essential:

Detailed/In-depth practical knowledge and understanding in the following areas;

- Outdoor learning; a good understanding of outdoor learning and its use in a developmental context.
- Outdoor Activities; knowledge and skills in a range of outdoor activities.
- Health and safety and risk management; a broad understanding of health and safety, risk management and safety procedures.
- Programme planning; able to plan outdoor learning programmes to meet specific objectives.

- Activity equipment; experience of equipment maintenance across a range of land and water based activities.
- Supervision of activity staff; proven experience of supervising staff to ensure quality of equipment maintenance and/or activity sessions.

Desirable:

- A good understanding of the needs of schools, in particular the National Curriculum attainment targets relating to Outdoor Learning.

**Skills & Attributes**

Essential:

- Personal skills; approachable, personable, a good communicator with excellent interpersonal skills.
- Customer service; able to liaise comfortably with customers in a variety of contexts.
- Problem solving; to be quick thinking, consider others' views and act responsibly when solving problems.

**Special Requirements**

Essential:

- Fit and able to be involved in delivering programmes of adventurous activities in the outdoors.