

## Development Trainer

<b>Job title:</b>	Development Trainer (Female*)
<b>Location:</b>	National Participant Centre (Stirling)
<b>Salary:</b>	£22,250
<b>Contract type:</b>	Permanent
<b>Hours:</b>	Up to 48 hours (subject to Local Agreement and WTD) Typically working on a two-week-on, two-week-off rota
<b>Responsible to:</b>	Senior Development Trainer

## Organisation overview

Venture Trust is a personal development charity supporting people, aged 16 years and over who are struggling with many and complex circumstances to overcome these barriers and realise their potential. Our strengths lie in the trust and relationships we forge, our developmental approach and in harnessing the transformational benefit of being outdoors and amongst nature. Working in communities, in greenspaces and journeying through some of Scotland's most wild places, we actively support people by focusing on individual's strengths, equipping them with essential life-skills and building confidence. We want everyone to succeed and to continue to do so throughout their lives.

Our vision is everyone, irrespective of their past, can achieve their potential for a healthy, happy and fulfilling life.

### Our values underpin everything we do:

- **Courage** - we remain brave when things are tough
- **Care** - we will attend to people and place
- **Curiosity** - we are thoughtful
- **Collaboration** - we work together for greater impact

## Job Overview

You will be responsible to the Senior Development Trainer (SDT) and will support the effective and safe delivery of Venture Trust programmes. You will be required to work as a team, to lead and coach the participants, supervising them throughout their wilderness journey. You will also conduct one-to-one sessions, focusing on the wellbeing of the participant and their personal development, allowing them to develop transferable skills for when they are back in their community. You will be responsible for the production of the relevant plans and reports, as well as for the maintenance, upkeep and storage of all associated equipment. You will work closely with the SDT to ensure that programmes are equipped effectively, operated safely, and in accordance with Venture Trust Operational Guidelines. You will also be expected to ensure that you adhere to all appropriate risk assessments and Health and Safety regulations.

## **Detailed responsibilities**

### **Deliver and resource wilderness journeys/activities**

- Plan and prepare sessions/activities for participants.
- Deliver safe and effective mutually agreed activities in accordance with aims and objectives of the programme, including group and one-to-one support sessions.
- Identify activities and resources in wilderness areas of operation.
- Work towards developed and sustained peer support among the participants during activities/expeditions.
- Keep records as appropriate regarding each participant within set timeline.

### **Health and Safety and maintenance**

- Ensure the welfare and safety of participants.
- Be responsible for health and safety and conversant with current legislation relevant to the safe running of activities/programmes.
- Assist SDT and Stores-person in vehicle monitoring, and care and maintenance of equipment and facilities.
- Assist with the regular checking and recording of equipment use, in compliance with AALS and other relevant legislation.
- Undertake maintenance of equipment, facilities, and records as necessary

### **Relationships and communications**

- Work closely together with colleagues in the Outreach Team to ensure effective communication of the development needs of the participants, and in resourcing and delivering appropriate wilderness and community-based activities.
- Liaise with Venture Trust staff to ensure effective communication and coherence of programme phases.
- Deputise for the Senior Development Trainer when necessary.

### **Other:**

- Undertake any training and professional development as and when required.
- Undertake any other reasonable duties as may be determined by your line manager.

## Person specification

### Skills and experience

#### Essential:

- On appointment, hold a minimum of two valid and relevant qualifications from the following: Summer Mountain Leader certificate, Rock Climbing Instructor, Moderate Water Leader or equivalent (canoe), as well as a recognised First Aid Certificate.
- Full UK Driving license with D1 endorsement
- Experience of running Personal Development programmes
- Experienced and able to work in a team.
- Experienced and able to work effectively with Venture Trust client groups.
- Ability to set appropriate professional standards for self and others.
- Ability to operate recording systems to keep track of maintenance schedules.
- Experience of checking, maintaining and auditing vehicles, trailers and outdoors equipment.

#### Desirable:

- BCU Level 3 Canoe Coach and or Moderate Water Endorsement, Winter Mountain Leader.
- D1 and E and experience of driving minibuses.
- Substantial relevant training or work experience.
- Experience of running residential personal development programmes.
- Knowledge of Health and Safety regulations and risk management procedures.
- Knowledge of current technical practice applicable to outdoor equipment and adventurous activities.

### Personal qualities

- Commitment to Venture Trust's mission and values – desire to make a positive difference to the life chances of our clients.
- Proactive and able to support and enthuse others.
- Willing to venture out of your comfort zone and embrace new challenges, both professionally and within the wilderness context.
- Ability to work on multiple projects simultaneously and achieve timely results.

***\* Please note - this post is exempt from the Equality Act 2010 (Schedule 9, Part 1) which provides for the application of a genuine occupational requirement.***

Venture Trust is committed to promoting equality and diversity.