

A Touch of the Wild - Forest School Leader

Job Description

Job Purpose

To carry out the duties of a Forest School Leader for a variety of client groups, but mostly weekend birthday parties, and in accordance with A Touch of the Wild's policies, under the direction of the Director.

Areas of Responsibility and Key Tasks

- To plan, prepare and deliver a range of Forest School sessions, with guidance/instruction from the Director and support from assistants as appropriate. Client groups will include children's birthday parties, as well as potentially our Wild Tots toddler group, and school visits. Must be available most weekends Mid May – October to lead birthday parties, but week day hours are negotiable/flexible.
- To liaise with clients prior to sessions to ensure plans are appropriate and all needs and expectations are met.
- To supervise and support clients with varying needs while delivering sessions.
- To create and maintain an engaging, fun and supportive environment, demonstrating flexibility in planning and running sessions in response to varying/changing needs of children.
- To ensure that all sessions are well prepared.
- To be aware of and comply with all A Touch of the Wild Policies and Procedures.
- To participate in training and other learning activities/meetings as required.
- To administer basic first aid as the need arises.
- To observe confidentiality at all times.
- To undertake all duties reasonably requested by the Director
- Hours – Variable depending on bookings. A minimum of 10 hours per month, but likely to be significantly more, particularly during the peak season.
- Salary – negotiable, dependent on experience.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Person Specification

Skills and understanding

- Proven ability to plan and deliver environmental education based activities to a wide age range of children.
- First aid trained by the start of the fixed term contract.
- Strong communication, presentation and interpersonal skills with a proven ability to disseminate information to a variety of audiences.
- A strong team working ethos and ability to work collaboratively with assistants and volunteers.

Prior experience

- Forest School Level 3 certification
- Recent and significant experience in leading Forest School/outdoor education sessions with children of a range of ages.

Behavioural characteristics

- Excellent inter-personal skills and the ability to work with different groups of staff, teachers, students and the general public
- A flexible and proactive work ethic and a positive attitude
- Strong customer focus and be able to demonstrate the importance of service quality
- Ability to communicate to the needs of different audiences
- Punctual, organised (can organise own work load and that of support staff/volunteers)

Circumstances

- Able to work most weekends from mid May – October and some week days (negotiable/flexible)
- Full UK driving licence and own transport

Enquiries

Queries about this post can be emailed to Vickie – info@atouchofthewild.co.uk

DBS clearance

Please note that as this post will involve working with children/vulnerable adults, your appointment is subject to you receiving satisfactory DBS clearance.

To apply please email info@atouchofthewild.co.uk for an application form. CVs will not be accepted.

Closing date for applications is 5pm Tuesday 19th April 2016. Interviews will be held 30th April/1st May.