



## Centre Assistant – Plas Pencelli OEC

**Fixed term contract:**

**1st Sept 19 – 31<sup>st</sup> August 2020**

**Details:** This trainee position is aimed at graduate standard applicants seeking a career in the outdoors. It's an opportunity to gain valuable experience at a Local Authority Outdoor Education Centre alongside experienced and qualified Outdoor leaders. We are looking for positive and enthusiastic people to fully immerse themselves in centre life during the year. You will be provided with accommodation, all food, support, training and on the job work experience. Your key role will be to assist outdoor instructors best deliver programmes of outdoor education. Most activities are traditional off site outdoor activities such as canoeing, climbing and caving. You will gain valuable logbook experience plus learning from highly qualified and experienced lead staff.

**Salary:** This is partly a volunteer post. However you would be paid approximately £7000 a year in lieu of limited site work and security duties. All food, accommodation and appropriate NGB training are funded for this position. There are 35 days holiday which includes bank holidays. Weekend work is accounted for via lieu time.

**Accommodation:** There is a separate Assistant flat where you would have your own furnished room and shared kitchen and bathroom facilities. Meals would normally be taken in the main dining room and food is supplied for weekends.

**Work pattern:** Assistants normally work 5 days and 2 evenings (on average) each week. One of these days will normally be working on grounds and site maintenance.

**Job Role:** Assist outdoor leaders run activities, supervise in the dining room including overseeing sandwich making, assist with the induction of visiting groups (occasionally on a Sunday evening), assist with the running of evening activities (normally 2 evenings a week), undertake site maintenance one day each week and undertake evening security duties 2 or 3 times a week.

**Training:** Role specific training will be given throughout the term of the position including supervision and tutoring. Assistants are encouraged to gain experience and technical skills to be able to pursue the acquisition of national governing body (NGB) awards. Within budgetary limits, Support will be given for NGB awards where the requisite experience and skills are gained and the award is relevant to centre operations.

**Equipment:** All essential personal outdoor equipment is provided. There is also a modest allowance to purchase further personal equipment. Outdoor equipment may be loaned by arrangement for personal use.

### Person Specification

- An interest in outdoor activities and working with young people.
- At least 18 years old by 1st September 2019.
- Should enjoy hard work, be reliable and be of a positive disposition.
- Fit and healthy to be comfortable when engaged in day long outdoor activity days.
- Seeking a professional career in outdoor education.

**To apply please write a letter of application and attach a current CV and send it to:**

Plas Pencelli Outdoor Education Centre, Pencelli, Brecon, Powys LD3 7LX

Email: [Office@plaspencelli.co.uk](mailto:Office@plaspencelli.co.uk)

Website: [www.plaspencelli.co.uk](http://www.plaspencelli.co.uk)