

## Adventure Schools Manager

**Reporting to:** Director of Learning and Adventure

**Location:** Northwest Region - Ideally 1 hour from Manchester (*Travel required*)

**Contract:** Two-year fixed term to start as soon as possible.

### Join Outward Bound's Mission: Bringing Adventure to School Grounds

At Outward Bound, we believe in the power of the 3 Ps: People, Places and Process. We want to take our passion for outdoor adventures and transformational experiences beyond our beautiful centres and into school grounds across the UK. Established in 1941, for generations Outward Bounds mission has been to inspire young people to realise their potential through learning, development and adventure in the outdoors.

Our new Adventure Schools Programme is a ground-breaking opportunity to reach Young People, who may not have the opportunity to experience one of our outstanding residential. It may also be delivered as a pre or post course to our existing outdoor residential courses. Giving Young People an inspirational taste of adventure without leaving the school gates.

### The Job (in a Nutshell)

To lead and deliver the Adventure Schools Programme, ensuring it meets the high standards of the Outward-Bound ethos. The Adventure Schools Manager will oversee programme delivery, manage and support the team (that will initially consist of one instructor and a part time administrator), coordinate with schools and stakeholders to ensure the programme is a success. During the summer months you may have the opportunity to take unpaid leave or be deployed to one of our centres in the North-West.

You will play a pivotal role in delivering Outward Bound's mission to bring micro-adventures and transformational experiences into school grounds across the Northwest of England. Initially, the role will be a mixture of delivery in schools and operational management. We need the team to have a good balance of energy and enthusiasm ready to inspire young people to develop, and with a focus on delivering clear course outcomes.

You will also have the unique opportunity to help shape the Adventure School Programme, it's delivery and content; Including supporting recruitment and programme design, ensuring it meets the needs of schools and aligns with Outward Bound's values.

### Who we are looking for

Someone with energy and enthusiasm and who is a results-driven team player with a strong understanding of the education sector. A passion for outdoor education with at least one year experience in a management role, or you have led a project or been in a comparable position. Experience of, or an aptitude to managing financial budgets, alongside being organised and a great communicator. We need the successful candidate to be passionate about outdoor learning and development in schools and working with young people. You must embody our values and are committed to working collaboratively to deliver meaningful and impactful experiences.

### Your Experience

- **Proven experience:** in project management, ideally in education or outdoor learning.

- **Strong:** facilitation skills, with a background in delivering adventure or leadership programmes.
- **Excellent:** organisational and communication skills.
- **Passion:** for working with young people, especially those from diverse or underrepresented backgrounds.
- **Communication Skills:** You can communicate effectively and build strong relationships with both internal and external professionals. Working initially in a small team.
- **Organisation:** You are highly organised, pay attention to detail, and maintain high standards of communication.
- **Independence:** You can work independently and take initiative.
- **Technical Skills:** You are confident using Microsoft systems.
- **Presentation and social media:** You have strong presentation skills and are adept at using social media, especially LinkedIn, for client engagement.
- **School, Youthwork** or wider charity experience

### Why Join Us?

- **Make a Real Impact:** Help young people build confidence, resilience, and teamwork through outdoor adventure on school grounds.
- **Flexible Opportunities:** Be part of a programme that brings adventure to schools and be part of a larger organisation with centres across the UK.
- **Passion for the Outdoors:** If you love the idea of mini adventures, this is the perfect opportunity to share that passion with young people.
- **Be Part of Something new:** Outward Bound has been transforming lives through adventure for over 80 years—now, we're expanding that mission into schools, and we want you on board.

### Areas of Responsibility

- **Programme Delivery:** Deliver high-quality 1-day, 3-day, and 5-day adventure programmes on school grounds.
- **Facilitate** engaging activities that promote resilience, leadership, and teamwork.
- **Oversee** programme logistics, scheduling, financial budgets and delivery targets.
- **Support and manage** one instructor and part-time administrator to ensure smooth operations.
- **Monitor and evaluate** programme outcomes, preparing reports on impact and financial performance with support from the wider Outward-Bound Team.
- **Stakeholder Engagement:** Develop strong relationships with schools, ensuring clear communication and understanding of their needs. Liaise with internal and external stakeholders, including Education account managers, donors and community partners as part of the wider team.
- **Innovation:** Incorporate AR/VR experiences into programme delivery to enhance engagement.
- **Provide feedback** to ensure continuous improvement of content and delivery models.
- **Collaborate and share** best practice with heads of centres and peers, ensuring the Education team is fully integrated.
- **Customer visits** at school locations and centre visits for wider Outward Bound meetings.
- Enhanced DBS check is essential.
- You may sometimes be required to undertake additional tasks as requested by your line manager

## **Salary and benefits**

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**Salary:** £30,000 - £38,500 per year. *Starting salary is dependent on experience.*

Benefits: *(following successful probationary period)*

- Annual Leave: 24 days, plus bank holidays. Annual leave increases by 1 day per year to a maximum of 30 days.
- Life Assurance: 3 x salary, covered from start date; includes Employee Assistance Helpline.
- Sick Pay: 8 weeks' full salary in any 12 months
- Disability Insurance: 2/3 salary less state incapacity benefit after 6 months' absence for up to 5 years, covered from start date.
- Health Benefits: Employee assistance programme (Unum), Personal Accident Insurance, and Health Cash Plan with Medicash.
- Pension Scheme: Auto-enrolment after 3 months of service.
- Uniform: Berghaus items provided and discounts on Berghaus products.
- Staff Bursaries: Discounted course fees for family members.
- Adventure Leave: Flexible opportunities for personal adventures with Outward Bound's positive attitude towards extended / unpaid leave (forward planning required).

### **Hours of work**

- You'll work an average of 40 hours per week. With a mixture of programme delivery and management tasks.
- Settling in Period: There is a 3-month settling-in period from the contract start date.

### **How to Apply:**

If you are interested, please drop an email with an up-to-date CV and covering letter of no more than 500 words to Sarah Shutt - [sarah.shutt@outwardbound.org.uk](mailto:sarah.shutt@outwardbound.org.uk)

The closing date is 18<sup>th</sup> February 2025. Initial interviews will take place w/c 24<sup>th</sup> February 2025 via teams. Second interviews will take place in person in the Lake District.

**Start date:** As soon as possible.