

Job Description – Base Camp Manager

Overview

The Base Camp Manager has responsibilities for many of the logistical aspects of the expedition, including equipment and food, as well as managing the environmental impact at base camp. It is a flexible role and you will need to be ready to turn your hand to a range of tasks, acting as the 'fixer' for the expedition and supporting the Expedition Team with all aspects of expedition life.

Profile

Necessary Skills

- An interest in youth development and experience of working with young people relevant to the expedition client group*
- High levels of integrity and sound judgement
- A strong and flexible team player
- Excellent interpersonal and communication skills
- Strong leadership skills and the ability to inspire others
- The ability to deal with conflict and overcome challenges
- Significant personal expedition and travel experience
- A 'Can Do' attitude & a sense of humour
- Good organisational skills & initiative
- An enthusiasm for expeditions and the ability to convey this to our participants
- Recognised adventure/wilderness First Aid Qualification (*weekend training course provided free of charge by British Exploring Society*)

*client groups vary between expeditions and may include young people with special educational needs, low aspirations, emotional and behavioral difficulties of specific developmental or support needs. Please see the relevant expedition pages for more details.

Responsibilities

Pre-Expedition

- Attend training all relevant training residentials in the UK prior to the expedition. UK Training requirements are specific to each expedition and the needs of the client group and may include 3-4 training weekends and/or a training week. All training events are considered mandatory
- Contribute to planning, Risk Assessments, expedition-specific guidelines and similar, as appropriate and directed by British Exploring Society and/or the Chief Leader, particularly in your area of expertise
- Assist the Chief Leader with equipment and rations planning and attend the packing day for expedition equipment in London approximately 2 weeks before departure – Base Camp Managers should expect to spend approximately 35 hours in planning and preparation time pre-expedition
- Familiarise yourself with the British Exploring Society equipment and how to fix it

On Expedition

- Establish and organise base camp and systems for keeping track of equipment and issuing rations
- Minimise the expedition's environmental impact on the base camp area
- All leaders must regard it as a priority to ensure the safety of each and every member of the expedition at all times
- To complete any other tasks relevant to your role as set out by the Chief Leader
- To inspire our participants and engage fully in activities to support the educational aims and purpose of the society and expedition
- Pastoral care of any participants spending time in Base Camp
- Keep a record of any equipment lost/damaged
- Responsibility for ensuring ALL equipment returned via freight is clean, dry and serviceable

Post Expedition

- To produce an overview report for the activities you have been responsible for
- Contribute to the overall post expedition report (PXR) and expedition feedback, as appropriate and directed by British Exploring Society and/or Chief Leader
- Attend the unpacking day for expedition equipment in London approximately 4 weeks after your return from expedition.
- Attend the expedition debrief event & presentation. This is usually a single day event held in London approximately 2 months after your return from expedition.