

## Workshop Facilitator

**Reporting to:** Senior Recruitment and Engagement Coordinator

**Liaison with:** Engagement Team and schools

**Contract period:** n/a

**Location:** Schools and partnership organisations

**Usual working duration:** 6 hours

**Fees/day rate:** £140

### Introduction

British Exploring Society is a world class youth development charity with a unique heritage, founded on the belief that challenging experiences can define lives, empowering and equipping young people with the courage, integrity, skills, resilience, and motivation to make the most of their future.

We prepare young people for expeditions to remote locations where they face challenges, acquire outdoor skills and learn about themselves - as well as undertaking projects with content relevant to their lives and to the fragile environments that they explore.

The results are transformative – not just in terms of practical skills and resilience, but in a new-found confidence and self-belief which they carry forward to their future life. More than this, through their adventure together, our young people forge friendships for life and become part of a unique supportive and continuing community of Explorers with shared experiences, values and perspectives on the world.

We are an equal opportunities employer and do not discriminate on the grounds of gender identity, sexual orientation, marital or civil partner status, race, colour, nationality, ethnic or national origin, religion or belief, disability, or age.

We are committed to building an executive and volunteer team that together represent a diverse variety of backgrounds, skills and perspectives on the world. The more inclusive we are, the better we think we'll be at delivering our charitable aims.

If you are interested in applying and require any accessibility adjustments to the interview process, please do let us know when you apply. Thank you.

### The role in more detail

We understand that getting outdoors or joining an expedition programme is often a big step for many young people. We deliver dynamic, hands-on Expedition Workshops using materials from our 'in the field' programmes in schools and organisations, to foster confidence, decision-making and teamwork in young people. The workshops are designed so that participants might go on to consider further adventure and enrichment options in the outdoors, including potentially an expedition programme with us.

These stand-alone, fun and engaging workshops benefit from the 90 years of experience we have in delivering adventurous learning and helping young people develop necessary skills and gain a greater understanding of what an expedition would really be like. The intention by the end of the workshop is that participants can imagine themselves as Young Explorers.

We are looking for Workshop Facilitators to join our enthusiastic and collaborative team. The right candidates will lead on the delivery of our Expedition Workshops in schools and organisations in locations across the UK. This role will also signpost young people to appropriate future opportunities with the charity.

### Job Description:

#### Core responsibilities include:

- **Deliver workshops** – deliver face to face outdoor educational based workshops to young people aged 14 to 18.
- **Build excellent rapport and relationships** – with schools and the young people who participate in the workshops, inspiring a sense of adventure and creating confidence for those young people, including to take the next step of an expedition if that is appropriate.
- **Undertake necessary administrative tasks** – to ensure the preparation and smooth running of workshops and updating our system when complete.
- **Complete monitoring and feedback** - ensuring feedback is completed by workshop participants and is fed back to schools and to the office team.
- **Contribute to new ideas and ensure best practice** – by providing feedback, taking a creative approach to delivery whilst maintaining the high standard of our workshop.
- **Representative of the charity** - at all times, act as a representative of British Exploring Society, its mission, vision and values.
- Undertake other duties as deemed appropriate.
- Travel will be required to locations around London and across the UK.

### Person Specification

Skills, Knowledge, Competencies and Understanding	Why we need these
Ability to form rapport and trusting relationships with young people from a wide range of backgrounds and through enthusiasm, create a safe space for young people to be curious.	The workshops are an opportunity for young people to learn so it is essential that a space is created for young people to do this.

<p>Able to provide energy and encouragement when facilitating the workshops.</p>	<p>Young people will be participating in a workshop that is unfamiliar to them and therefore might need to be coached through sections of it.</p>
<p>Communicate insights about the environments the young people are exploring in the workshop.</p>	<p>This is to ensure the best possible outcomes for every young person we work with.</p>
<p>Excellent interpersonal and communication skills; both written and verbal.</p>	<p>The role involves communicating with young people who have had different starting points in life., through different mediums, focusing on engaging and supporting them.</p>
<p>Experience of working in a fast paced environment and delivering the outcomes of the workshop within the time given.</p>	<p>The workshop has a structure that needs to be followed and delivered within a tight timeline.</p>
<p>Prior knowledge of the outdoor industry or understanding of the importance of outdoor learning for young people.</p>	<p>This role will involve working with young people who may have never taken part in adventurous learning before or understand the benefits that exploring in remote wilderness can provide.</p>
<p>An understanding of the transferable skills that an Exped workshop / expedition can provide and be able to communicate to young people how these could relate to their futures.</p>	<p>This is to ensure our workshops tie into raising attainment and aspirations and work towards positive destinations for young people.</p>
<p>The ability to adapt presentation skills to be inclusive of the needs of young people.</p>	<p>This role will involve working with schools and partner organisations with young people who may require additional support.</p>
<p>Outstanding record of attendance and punctuality.</p>	<p>It is important to provide a good first impression of the charity. This might be the first in-person British Exploring Society member of staff that key contacts would have met.</p>

A confident professional presenter who can be a positive role model to young people.

It is essential that the facilitator is able to hold the room and ensure the best outcomes for young people.

### Behaviours

- Ability to self-manage, self-motivate, and manage workload independently
- Ability to communicate with and actively engage people from diverse backgrounds using appropriate language
- Our core values are courage, challenge, community, and self-belief. You will thrive in a climate of challenge, feedback, and opportunity.
- Ability and willingness to work outside office hours as required.

### Further Supporting Information

#### Working Practices

Normal working hours for the office are Monday to Friday 09:30 – 17:30. Expedition Workshops are delivered typically during school hours between 08:30 and 15:30.

Travel expenses will be covered by British Exploring Society.

This role is dependent on satisfactory receipt of an enhanced DBS check.

#### How to apply

To apply for the role, please complete the [application form](#) which asks you to answer three competency-based questions and submit your CV and contact details.

#### IMPORTANT - PLEASE READ CAREFULLY

We utilise an anonymous shortlisting process, which means that **no personal data will be visible on the shortlisting panel**. Please ensure the answers to the competency based questions are in detail and have no identifiable information.

The shortlisting panel will review answers to the competency-based questions and shortlisted candidates will be invited for interview. The shortlisting panel will only then be given access to your CV to support your application.

Applications and interviews will happen on a rolling basis for this role.

In the interview, we will be asking you to evidence the skills and competencies listed in the above job description.

The start date will be as soon as possible for the right candidate.



**FIND  
YOUR  
FIRE**

Training on how we deliver Expedition Workshops will be provided once the right candidates have a confirmed contract with us.

If you are not invited for interview, we will contact you via email to let you know. Unfortunately, we will not be able to offer feedback to any candidates not shortlisted.

**Thank you for your interest in this role and British Exploring Society.**