



Position Description

Outdoor Education Casual Instructor



Welcome to our School

Welcome to Haileybury Rendall School where every student matters every day and where our vision is to be the best school in Northern Australia. Our School is closely affiliated with Haileybury and delivers high quality education programs across its four campuses in Melbourne and one in Tianjin, China.

We draw on the experience, expertise and success of these campuses to establish our own plan for the future.

Developing and maintaining a strong academic culture is a top priority. We are fortunate to be able to use the expertise of Haileybury as a base for shaping our educational pathways. Our teaching framework includes the highly successful Explicit Teaching Model in the primary years and the Victorian Certificate of Education (VCE) in the senior years, both of which help drive outstanding results. The strong ties between Haileybury and Haileybury Rendall School also provide numerous opportunities for our community to take part in a broad and exciting range of activities.

Discover more about Haileybury Rendall School at www.haileyburyrendall.com.au

Working with us

Haileybury Rendall School is proudly non-selective when it comes to the students who look to join our outstanding school. We believe in the potential of every child to achieve and contribute.

However, we are by contrast, very selective of staff who wish to work with us, whether they will be guiding our young learners or helping to keep the School operating efficiently and successfully through our Corporate Services department.

Those who join us are passionate about the delivery of innovative academic, co-curricular and pastoral programs that challenge and inspire our students and make a difference in their lives.

As a school we value the linguistic and cultural diversity of our staff and students. Staff are encouraged to contribute experience they may have of working with children from a culturally and/or linguistically diverse background.

Our vision and mission

At Haileybury our vision is to be recognised as a great world school.

Leading to our mission to develop high-achieving students who are connected globally, to each other and to the communities in which they live and which they will serve. A Haileybury education will focus on the complete development of the student and will be characterised by a commitment to academic excellence, social justice, an international outlook and enterprise and entrepreneurship.



Position details

Position title	Outdoor Education Casual
Reports to	Head of Outdoor Education
Employment status	Casual Contract

Background Information

The Outdoor Education Program is a set of student experiences which become progressively more remote and challenging each year. The Program seeks to create independent, capable and environmentally aware young adults who are capable working as a group to overcome physical and mental challenges in remote environments. This is a compulsory co-curricular program. These experiences are integrated into school life through both academic and pastoral streams, and present opportunities for students to share cross-cultural experiences and be challenged physically, psychologically, emotionally, socially and spiritually.

Responsibilities

- With support, facilitate an engaging, sequential, challenging and purposeful experiential learning program.
- Facilitate Haileybury Rendall School co-curricular Outdoor Education Program, under the direction of the Outdoor Education Coordinator and Head of Outdoor Education.
- Demonstrate, to the highest level, a professional and thorough approach towards Risk Management, Haileybury Rendall School's Standard Operating Procedures and Outdoor Industry Standards.
- Attend induction and reconnaissance of Program locations to assist with Risk Management Policies and Practices.
- Prepare equipment required for the delivery of Programs.
- Demonstrate leadership and initiative in working with Colleagues.
- Role model the highest standard of group living practices with students.
- Facilitate activities such as group initiatives, games, bushwalking, navigation, swimming, flat-water kayak/canoeing and sea kayaking.
- Demonstrate a thorough understanding of nutrition and food handling, and apply this in wilderness locations to the highest standard.
- Participate in debriefing each Program with the Outdoor Education Coordinator and Head of Outdoor Education.
- Attend other meetings as required.
- Clean equipment, undertake repairs. 'Pack in and out' before and after each program.
- Organise group food and food drops, and understand dietary requirements.
- Maintain a well organised and stocked group instructor kit.
- Undertake First Aid as required and maintain provided kits and first aid records.
- Refuel and maintain vehicles and drive vehicles with trailers.
- Carry out other program related duties as assigned by the Outdoor Education Coordinator and Head of Outdoor Education.



Key selection criteria

Essential Requirements

- Cert IV, Diploma or Degree in Outdoor Education/Recreation
- Qualifications and experience in flat water kayak/canoeing or sea kayaking, navigation
- Current Australian Wilderness First Aid Qualification
- Current CPR, asthma and anaphylaxis certificates
- Journey Based Group Leading experience
- Previous experience working with youth
- Hold a current NT Working with Children Clearance (Ochre Card)
- Bronze Medallion or Pool Lifeguard qualification
- National Police Check

Personal qualities

- Well organised and highly skilled outdoor facilitator
- Ability to work autonomously and as part of the outdoor education team
- Patient and relationship-oriented
- Enthusiastic and conscientious
- Hard working
- Ability to be part of a dynamic team, working with academic staff, GAP students and volunteers.

Qualifications/Experience

Hard skills/technical qualifications within:

- Flat water canoe/kayak, Sea kayaking
- Sound off-track navigation skills; map, compass and GPS.
- Hiking and Bushwalking
- Manual Licence and Trailer experience
- Medium Rigid Vehicle Licence (advantage)

General information

- The successful candidate will be expected to support the vision and ethos of the School.
- Staff must ensure that all decisions, pertaining to their role at Haileybury Rendall School, are made in line with legislations and Haileybury Rendall School's Policies and Procedures.
- Accommodation will be provided in a shared house
- A completion bonus of \$500 will be payable on the successful completion of the HRS outdoor education season.
- Completion of Mandatory Reporting, allergen training and other in-house courses will be required.



Commitment to child safety

Haileybury is committed to the safety and wellbeing of all children, including those under the care and supervision of the School. The School recognises the importance of, and its responsibility for, ensuring a safe and supportive environment which respects the rights of children and fosters their enrichment and wellbeing.

Haileybury's approach to creating and maintaining a child safe environment is guided by the core belief that 'every student matters every day'. The School's mission 'to develop high-achieving students who are connected globally, to each other and to the communities in which they live and serve', can only be achieved if its students are safe, feel safe and are empowered to participate in decisions which affect their lives.

Haileybury's robust human resources, recruitment and vetting practices are strictly adhered to during the application and interviewing process. Applicants should be aware that we carry out Working With Children Clearance, police check and reference checks to ensure that we are recruiting the right people. Applicants must familiarise themselves with Haileybury's Code of Conduct and Policy on Relationships between Staff and Students available on our website.

Haileybury has zero tolerance for child abuse in any form.

Further information

Further information about this position is available from the Director of People and Culture, Mr. Ben Bishop (08) 8922 1611 or the Head of Outdoor Education, Mrs. Gabrielle Barry
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