

## Job description

**Job title:** Field Studies Tutor

**Grade:** Unqualified Teacher Scale Point 3- 5

**Job family:** Education and Youth

### Purpose and impact

1. Dorset Council's Outdoor Education Service maintains four outdoor and environmental education centres, one each at Weymouth, Wareham, Swanage, and Cranborne. There is strong support in the County for outdoor and environmental education through day and residential experience, and most Dorset schools make use of at least one of the County's Centres. The Service is based within Learning & School Improvement and the People - Children directorate. This gives a very strong educational basis to all our work and very close links with the County's schools.
2. With its interesting and beautiful scenery and World Heritage coastline, Dorset is very well placed for the delivery of excellent environmental and outdoor education.

#### Purpose

3. To take a role in the teaching and supervision of groups at Leeson House Field Studies Centre.

### Key responsibilities

4. Work with and instruct children and young people from Primary to 'A' level in a very wide variety of subjects including geography, biology, environmental studies, orienteering, team games and problem-solving activities.
5. Act as one of the Centre's GCSE and A-level Geography (or other subject) specialists.
6. Take a role in planning courses and sessions.
7. Undertake the oversight and pastoral care of residential groups including some very occasional overnight duties.
8. Use the centre's minibuses to transport children, groups and equipment.
9. Other duties reasonably required by the Centre Manager commensurate with the level of the post.

NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

### Supervision and management

10. Reporting to: Centre Manager

### Other factors

#### Working Environment

11. Leeson House Field Studies Centre is a busy residential Centre near Swanage. Much of the work is outdoors working with children and young people in a range of weather conditions. This and the pastoral aspects of the work can be extremely physically and mentally demanding.

#### Nature of Appointment

12. This is a full-time position.

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### **Our behaviours**

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under '[Working for Dorset Council](#)'.



## Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

### Essential

Essential criteria are the minimum requirement for the above post.

<b>Qualifications/ training/registrations</b>	
Required by law, and/or essential to the performance of the role	
1.	Good degree in Geography / Environmental Science / Biology / Ecology / Earth Sciences.
2.	Ability, experience and necessary licence to drive a 17-seater minibus (D1 or PCV license) or willingness to undertake training.
<b>Experience</b>	
3.	Recent experience of fieldwork teaching to a variety of age groups from primary to adult, with emphasis on GCSE and A Level fieldwork.
<b>Skills, abilities &amp; knowledge</b>	
<b>Knowledge</b>	
4.	Awareness of safety matters and understanding of safe group management in the outdoors.
5.	An awareness and sensitivity of environmental issues as an integral part of all centre work.
6.	A deep understanding of the benefits to children and young people of outdoor learning and the residential experience.
7.	Familiarity with recent changes to Geography and Biology specifications at GCSE and A level.
<b>Key Skills</b>	
8.	Ability to relate well to children and adults and to work as part of a small, busy and dedicated team.
9.	Ability to teach groups, often working alongside the class teacher, in a range of environmental subjects and outdoor activities both in the field and classroom, and to a wide age range from Primary to A Level.
<b>Behaviours</b>	
10.	<a href="#">Respect</a>
11.	<a href="#">Responsibility</a>
12.	<a href="#">Recognition</a>
13.	<a href="#">One Team: Collaboration</a>
<b>Other</b>	
14.	Willingness to work a percentage of unsocial hours, evenings and weekends.
15.	Honesty, energy and reliability.

### Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

<b>Qualifications/ training/registrations</b>	
16.	Valid first aid qualification.
17.	ML or similar walking / group leadership qualification or willingness to undertake training / assessment.

18. Qualified Teacher Status.
<b>Experience</b>
19. Recent experience of developing teaching resources for all age groups .
20. Experience in teaching fieldwork in Purbeck.
21. Experience of working in a field studies centre.
<b>Skills, abilities &amp; knowledge</b>
<b>Knowledge</b>
22. Local knowledge of the Jurassic Coast World Heritage Site.

<b>Approval</b>			
Manager	Michael Gould Centre Manager	Date	June 2019

