# Context statement

Job title: Field Studies Tutor

Directorate/Service/Team: Children’s Services / Outdoor Education Service / Leeson House Field Studies Centre

## Organisation structure

Reporting to: Eric Brice – Deputy Centre Manager

Leeson House Field Studies Centre is one of four centres run by the Outdoor Education Service, which comes under the umbrella of Dorset Council’s Children’s Services.

The Centre operates with a small team of dedicated staff to deliver environmental education to students from Primary up to ‘A’ level. Currently there is a team of seven permanent teaching staff, each of whom work with groups across the age ranges. The tutors report to a Deputy Centre manager and Centre manager, both of whom also have teaching commitments.

## Context of work

Leeson House is a secluded and comfortable residential centre situated near Swanage, on the Jurassic Coast World Heritage Site. It is close to many classic geography, geology and biology fieldwork sites and set within 7 acres of inspiring and diverse grounds.

Leeson House can accommodate up to 85 students and 15 accompanying staff and we take residential and day visit bookings 7 days a week throughout the year. The Centre has been welcoming schools from Dorset and beyond for nearly 60 years, and is very popular and busy.

**General:** The post holder will take the lead on the full range of courses at the Centre, from primary up to A Level. This will include session development, planning and leadership of courses. The post holder is likely to have a specialism of age or subject within the wider range of groups we work with, but they will need to be willing and able to teach outside of their comfort zone!

For accessing some of our fieldwork sites, the ability and willingness to drive their own vehicle on occasion, and potentially the Centre’s minibus (subject to gaining appropriate certification) is also a requirement.

**Hours of work:** The hours of work are based on a notional average of 37 hours per week. This will fluctuate across the year to business needs. This means that the post holder may be required to work more hours during busy periods and less hours during other times as ‘time off in lieu’. Some evening, weekend and occasional Bank Holiday working will also be required, with time off in lieu as required.

## Other information

The role is an active one, and a level of physical fitness commensurate with taking children and young people to fieldwork sites is required. The work is outdoors, in all weathers.

This is a highly public facing role, and the ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post.

All roles at Leeson House require an enhanced DBS check, to be taken up before appointment.

|  |
| --- |
| **Context statement prepared by:** |
| Manager | James Dawkins  | Date | 11/06/25 |