

Position Description



Position	Outdoor Educator - Ironbark
Purpose of position	To deliver quality outdoor education programs at Ironbark that support the philosophy of the Ironbark experience
Position type	Corporate
Related positions:	
Primarily reports to	Director of Ironbark
Dotted line reporting	Outdoor Education Supervisor
Key stakeholder(s)	All Ironbark Staff
Direct people manager for	Director of Ironbark

Position Deliverables

Key focus area: Student Program Delivery

Responsibilities

- lead outdoor adventure activities and provide logistical support as required by the Ironbark program (including but not restricted to): Hiking, Low and High ropes, Rock Climbing, Abseiling, Canoeing, Bushcraft, Camping, Cross Country Running, etc providing appropriate duty of care, supervision, learning experiences and pastoral care
- lead student groups in the morning and afternoon jobs program
- lead and /or assist with the weekend activities and supervision of students including dorm supervision and on call night supervision
- assist the catering, Cronins pioneering, horse riding, residential and student work programs where required / appropriate
- contribute to the spiritual life and personal development of students
- follow relevant safety policies and procedures
- lead or assist the delivery of the Duke of Edinburgh program

Key focus area: Logistical Support

Responsibilities

- assist with the planning of the outdoor adventure program including risk management and policy / procedure development.
- assist in managing the outdoor adventure equipment, including issue and return of student equipment and maintaining equipment logs.
- assist in maintenance of fixed adventure apparatus (e.g. Flying Fox, Jacob's Ladder, Low Ropes course) according to industry standards
- assist in maintenance of campsites and vehicular access tracks to camp/activity sites

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- assist in building and maintaining links with local property owners in relation to the outdoor adventure program
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Key focus area: General responsibilities

Responsibilities

- perform farm chores outside of student program
 - assist with the general maintenance of the Ironbark equipment, facilities and property
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Key focus area: All employees are responsible for contributing to the College's strategic and operational outcomes and upholding standards of behaviour

Responsibilities

- Respect and uphold our Mission of "Excellence in Christian Co-Education" and our Christian Ethos
 - Demonstrates respect and integration of Christian Ethos as appropriate to the position requirements and completes accreditation (Pathways) if and as required
 - Demonstrates four professional behaviours of trust, accountability, unconditional positive regard, open feedback and communication
 - Uphold Code of Conduct and Valuing Safe Communities standards
 - Health and Safety:
 - take reasonable measures to protect their own health and safety and others
 - follow all reasonable Health and Safety policies, guidelines and directions
 - if in a leadership position, additional accountability for operational management of safe work practices in their area. Includes making appropriate resources, information and training available to their team members.
 - Understand and uphold standards in policies and other reasonable directions as directed
 - Comply with any directions noted in the employment contract and/or Lutheran Schools Single Enterprise Agreement
 - Actively and effectively participates in reasonable directions provided
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Selection Criteria

These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate. It is inclusive of essential knowledge, skills, experience and behavioural competencies.

SC1 - Qualifications and experience

- Certificate III or IV in Outdoor Recreation or equivalent skills, knowledge and experience
 - Demonstrated knowledge or experience in leading two or more of the following: bushwalking, orienteering, rock climbing, abseiling, initiatives, high or low ropes
 - Experience working with teenagers and sound knowledge of the issues surrounding adolescence and their impact on personal development.
 - Demonstrated passion and ability in providing high quality educational programs for young adolescents.
 - Youth work, residential, farming, catering or horse riding knowledge and/or experience (desirable).
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- Current Senior First Aid Certificate and CPR (preferable to hold a current Wilderness / Remote Area First Aid certificate or equivalent qualification)

SC2 - Computer Skills

- Ability to use MSOffice products (Word and Excel skills) and Outlook

SC3 - Communication Skills

- Demonstrated oral, written and listening communication skills
- Demonstrated ability to work independently and as part of a team
- Willingness to fit harmoniously within a residential team working environment
- Ability to deal with sensitive issues and information in a confidential manner

SC4 - Physical ability

- Possession of a reasonable level of physical fitness to perform the duties of the role including cross country running, hiking, vertical rescues, and manual labouring tasks (a physical assessment may be required in some circumstances).

SC5 - Other

- Skills or hobbies that may contribute to further enhance the Ironbark community eg. musical ability, environmental knowledge, chainsaw operator, four wheel driving, photography, etc

All employees

SC-E1 - Personal capabilities

- Demonstrated ability to exemplify care, dignity and respect, delivered through high personal accountability for professional workplace conduct.
- Demonstrated commitment to reach their own potential (Plus Ultra) and in manner that aligns with the College's strategic and operational objectives and values.

SC-E2 – Christian Ethos

- An understanding of, respect and demonstrable support for the College's Christian ethos.

General Requirements

Compliance Requirements

Right to Work in Australia
Working with Children Blue card
Manual Drivers Licence
CPR and First Aid

Terms and conditions

Enterprise Agreement Classification: Outdoor Education Employee Level 3 Step 1
Working arrangement: Full-time

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- 76 hours per fortnight plus additional hours in lieu of accommodation and other benefits.
- 4 Weeks annual leave plus 3 weeks' time off in lieu (TOIL) for overtime, weekends and public holidays worked
- Flexibility to work weekends, some public holidays, long days and during school holidays.

Please refer to the Employment Contract, which may or may not include reference to the Queensland Lutheran Schools Single Enterprise Agreement.

Location:

Ironbark

318 Back Creek Road, Crows Nest QLD 4355

Accommodation is on site within the natural bush and farming setting in one of the 7 staff residences. The closest small town is Crows Nest (5km) and closest city is Toowoomba (48km).

All employees may be required to travel to different locations to fulfil the requirements of their position.

Effective as at: 05 March 2021