



OutBeyond™

We push the limits
of traditional education

教室墙壁之外体验式学习

Experiential learning beyond the walls of the classroom

OutBeyond™

School Camps Australia Pty Ltd ACN: 610095068
Experiential learning beyond the walls of the classroom
e go@outbeyond.com.au

AUSTRALIA: p: +61 1300 856 340 m: +61 417 384 041

HEAD OFFICE: Suite 8, 158 Chesterville Road, Moorabbin 3189 VIC

www.outbeyond.com.au

FACILITATOR JOB DESCRIPTION

ABOUT OUTBEYOND AUSTRALIA

OutBeyond is a leading youth leadership and development organisation specialising in delivering travel, community service and outdoor education programs to student groups in Australia and abroad. As such, we require some truly amazing people to join our family! We have adopted a friendly and welcoming culture that encourages your own creativity, ideas and opinions.

Our vision is to be the leading Australasian experiential travel provider that schools prefer, parents trust, and young people remember forever, through providing safe, student-led experiences in outdoor, educational and recreational environments. Our core business is to provide school camps, study tours, leadership programs, holiday camps, outdoor education programs and Duke of Edinburgh programs to schools, education organisations and community groups.

ABOUT THE ROLE

The **Program Facilitator (Educator)** is responsible for leading groups of students on camp and study tour programs. This role is suited to teachers, camp leaders, outdoor educators, and tour guides who possess the qualities and characteristics that can help educate young people grow and develop life skills in outdoor and travel-based learning environments. We are looking for a number of Program Facilitators to join our team who hold the qualities and characteristics that will help educate young people in outdoor environments. The position requires applicants to have an enthusiastic attitude, be energetic, and demonstrate significant amounts of charisma and passion when it comes to working with young people. Our staff members share common passions of protecting the environment through education and developing leadership and life skills in young people. The position requires some flexibility with working hours and experience in education and working with children. You will be responsible for leading and managing a group of students and their accompanying teachers. You will need to understand and interpret program itineraries including the program curriculum, have familiarity with program Geographic's and locations and maintain OutBeyond program delivery and customer experience methodology, our philosophies and service quality in order to gain employment with us.

Position	Program Facilitator
Remuneration	Dependent on the applicant
Status	Casual or contractor Position
Location	Melbourne Head Office in Moorabbin
Travel	You may be eligible for overseas travel to deliver programs in New Zealand, Tasmania, China, Singapore, Malaysia and Japan.
Position Reports to	Program Coordinator (Operations Manager)

MAJOR DUTIES & RESPONSIBILITIES

Activities	Description of activities and responsibilities
Program Delivery	<ul style="list-style-type: none"> Assist Operations Manager and Program Coordinators with the planning stages of our programs Facilitating camps and study tour programs Regular communication with the operations manager and program coordinators Guide students through a planned and prepared itinerary Attend key community events that promote the programs Work closely with delivery partner organisations (eg. Agents, teachers, adventure activity instructors, accommodation organisations and nature partners) If required perform first aid and keep a log of any incidents or near misses. Provide students with a safe and enjoyable camp experience. Participate in internal facilitator and program delivery training and pre-program briefings (Day Zero). Update professional qualifications where necessary.

ESSENTIAL QUALIFICATIONS, EXPERIENCE & COMPETENCIES

Essential Qualifications:

- Working with Children Card (or willing to obtain)
- Level 2 First Aid (or Wilderness First Aid Qualification)

Other Qualifications (preferred but not essential):

- Bachelor of Education (or teaching degree)
- Certificate III in Outdoor Recreation
- TEFL or TESOL (or willing to obtain)
- Current driver's license
- Bus Licence – Medium Rigid or Heavy Rigid (or P-Endorsement in NZ up to 28 passengers)
- Surf Lifesaving Qualification (bronze medallion)
- Austswim Qualified
- Individual Adventure Activity Qualifications (rock climbing, kayaking, surfing, rafting, mountain biking).

Experience:

- 2 to 3 years' experience in educating children (either through teaching, early learning, tutoring or camp)
- Some outdoor recreation, group leadership and facilitation experience
- Some knowledge of Department of Education guidelines, policies and standards
- Awareness and understanding of safety concerns and risk management
- Experience working in a customer service-oriented environment with the ability to provide outstanding customer service
- Awareness of, and appreciation for, individual uniqueness and diversity
- Worked in a changing and diverse startup-like environment
- Overseas travel experience - (third world and developing countries preferred)
- Ability to provide a welcoming, inclusive environment for all staff and participants

Competencies (knowledge, skills and behaviours)

- Excellent ability to communicate professionally and effectively with a range of internal and external stakeholders, including principals, teachers, parents, students and suppliers, contractors, and agents
- Some knowledge of experiential learning
- Commitment to, and enthusiasm for, client service and delivery
- Possess flexibility and adaptability to manage changing work requirements and varying volumes of work
- Ability to work co-operatively and effectively within the team and the organisation
- Possess a personal presentation that reflects a professional image and the values of the organisation
- Friendly, outgoing, and enthusiastic personality.
- Highly organised skills set
- Great sense of humour
- Commitment to student development, leadership and teamwork

SUPERVISION, REPORTING AND ACCOUNTABILITY

The **Program Facilitator** will be managed on a day-to-day basis by Program Coordinator (Operations Manager).

EMPLOYMENT CONDITIONS

OutBeyond (OB) operates to industry recruitment and induction policies. OB is an Equal Opportunity Employer. Regional travel and occasional weekend work is required for this position. The initial three months are offered on a probationary basis with review at the end of that time. The position is subject to a performance appraisal process.

HOW TO APPLY

Applicants for the position must specifically address each of the selection criteria as stated in the position description. Please apply online here www.outbeyond.com.au/careers and submit a cover letter and resume.

Applications for this position close at midnight on **December 5th 2018**. Interviews are likely to be conducted on **December 10th 2018**.

For any questions, contact Liam Murphy by email liam.murphy@outbeyond.com.au or call 1300 856 340