**JOB SPECIFICATION**

**Job Title:** Adventure Leader/Youth Worker

**Line Manager:** Education Lead

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**Background**

Urban Pursuit CIC is a non-profit, alternative education provider, serving schools and academies in Bristol and the surrounding area. Our programs of personal and social development are delivered through adventure activities and adrenaline sports. We work with groups (2 staff to 6 young people), as well as providing one-to-one mentoring days. Many of the young people we work with have already been excluded from mainstream education, but we also offer preventative work for those at risk. We work predominantly with 10-19 year olds.

**The Adventure Leader/Youth Worker Role**

Our Adventure Leaders/Youth Workers are responsible for the safe and effective delivery of developmental activity days with young people. They work alongside the Assistant Day Lead with a group of up to 6 students per day.

Responsibilities:

* Coordinating and carry out logistics, including pick-ups, drop-offs and transport between activities (company vehicles provided)
* Organise and oversee the procurement of equipment and consumables for each day
* Oversight of student pastoral information, individual risk assessments, and other relevant personal information (on-going)
* Planning and delivering in-house activities following our internal training program
* Transport young people to external activities and remain with them in a mentoring/coaching capacity throughout the day
* Manage day-to-day un-planned situations that arise (including basic first aid, behaviour management strategies, emotional support, and other simple crises.
* Ensure vehicles and equipment are left clean and tidy at the end of each day, notifying the office of any damage or re-ordering needs
* Ensure that all students receive personal written feedback at the end of each day
* Ensure that students are working towards their targets by providing regular reflection and review sessions
* Pass on issues immediately if they qualify as a ‘Cause for Concern’ or require the attention of social services or police (safeguarding and child protection)
* Keep up to date with relevant professional practices and training as provided in-house
* Offer up to 10 days of work during the school holidays
* Carry out other relevant duties as directed by the Education Lead
* Travel to neighbouring authorities (e.g. Bath, Weston-Super-Mare, South Gloucestershire)