



**SU Scotland**  
*Lendrick Muir*

# Trainee Activities Instructor

Information Pack  
September 2021

*Are you passionate about God?*

*Do you enjoy working with young people in an outdoor environment?*

*If so, consider joining the Lendrick Muir Team!*



**Our vision is to see all the children and young people of Scotland exploring the Bible and responding to the significance of Jesus.**



**SU Scotland**

Scottish Charity no. SC011222

**Scripture Union Scotland is part of the worldwide family of Scripture Union movements that began in the nineteenth century and now operate in over 130 countries across the world.**

**We are a Christian charity working in partnership with local churches and other sympathetic organisations. More than 2,000 volunteers are involved in helping to run our activities, together with around 100 staff and associate workers.**

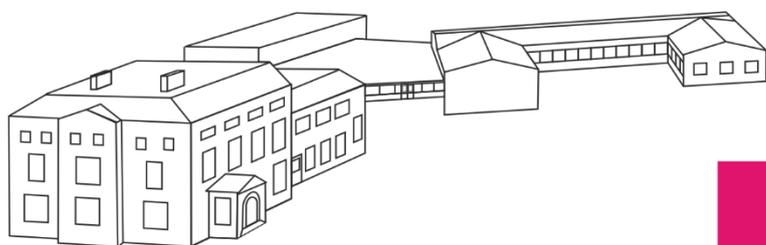


**Lendrick Muir**

**Back in 1998 SU Scotland was given a generous donation to enable us to buy and develop an outdoor residential activity centre. The idea was to create a base that would be just right for running our own SU Holidays, but also to provide an opportunity to expand and develop in all sorts of other ways too.**

**Lendrick Muir, SU Scotland's largest Christian residential activity centre, opened its doors in 1999 and since then has welcomed thousands of children, young people and adults to enjoy a residential experience like no other. The Centre is continuously expanding what it has to offer both in terms of activities and facilities.**

**Lendrick Muir has 165 beds and is set within a beautiful 120 acre estate. School holiday times are fully booked with SU Holidays, while weekends see a range of youth, student and adult groups enjoying the facilities. During term-time, the Centre offers residential activity breaks to visiting school groups as well as conference and meeting facilities for external groups and SU staff.**



**Job Title:** Trainee Activities Instructor

**Contract Term:** 23 months. Full Time. 30-40 hours/week. Minimum 3 month probationary period. Start date 10<sup>th</sup> January 2022.

**Purpose:** As a Trainee Instructor you will be working as part of the programme team and be trained to lead activity sessions for our guests and to help maintain the activity equipment and infrastructure, in time taking responsibility for an area. During school residential experiences you will be involved in all aspects of caring for our guests, including some evening work.

**Salary:** £720/month plus shared accommodation. Increasing to £920 per month on development of experience and skills.

## Could this be the job for me?

### Ask Yourself...

- ☆ Do I feel **called to the ministry** of Lendrick Muir?
- ☆ Am I **passionate about serving God** while working children, youth and adults?
- ☆ Would I **enjoy working hard** delivering outdoor, adventurous activities?
- ☆ Am I **willing and able** to commit to a 2-year training programme?

## What's involved?

### Tasks and Responsibilities

Our Centre regularly hosts school groups participating in residential experiences and youth groups enjoying weekend breaks. We offer a range of outdoor activities to our guests and use outdoor classroom concepts with schools. The Centre supports SU Scotland's strategy – facilitating residential events that help and enable young people in Scotland to explore the Christian faith. [Classroom Outdoors](#) is our highly regarded programme of school 'residential experiences' and we are well placed to build on this and further develop the range of activities that we offer.

As a Trainee Instructor you will be working as part of the Programme Team and be trained to lead activity sessions for our guests and to help maintain the activity equipment and infrastructure, in time taking responsibility for an area. During school residential experiences you will be involved in all aspects of caring for our guests, including some evening work.

## What's involved?

## Tasks and Responsibilities

### **Continued...**

Applicants for this post should have a desire to work with young people and have a demonstrated interest in outdoor activities. They should have some previous experience of working with young people. Registration with a National Governing Body (NGB) award training scheme and a full UK Driving Licence would also be beneficial, but not essential.

To gain the most from this post, applicants should be willing to commit to 2 years, during which time we will support them in developing their instructional and group work skills and by working towards NGB awards – climbing and trail cycling are often the first choice.

Accommodation and a monthly salary are provided. The salary progresses are linked to the development of experience and skills.

# Terms and Conditions of Service

## 1. HOURS

The post is full-time. Contracted hours will vary seasonally due to the nature of Centres activities, in the range of 30 to 40 per week. This averages out over a full year to 37.5 hours per week. The duration of the post is 23 months.

## 2. PROBATIONARY PERIOD

The first three months of your employment will be probationary. Your performance will be reviewed throughout this period. If your performance is satisfactory at the end of this period, your fixed term appointment will be confirmed. The employer reserves the right to extend your probationary period.

## 3. TERMINATION OF EMPLOYMENT

During the probationary period the notice required to be given either by you or Scripture Union Scotland to terminate your employment is one week.

Except during the probationary period, the length of notice which you are obliged to give the organisation to terminate your employment is one month.

Your employment may be terminated summarily in the event of a breach of contract by you that warrants summary dismissal.

## 4. SALARY PACKAGE

£720 per month plus shared accommodation (increasing to £920/month on development of experience and skills).

Salary will be paid in arrears on a monthly basis, on or before the 28<sup>th</sup> of each month.

# Terms and Conditions of Service

## 5. PENSION ARRANGEMENTS

Scripture Union Scotland operates a Group Personal Pension Scheme for employees over 18 and under 75 years of age. An employer's contribution of between 5.5% and 9% of total pensionable salary will be paid (the actual amount depending on your level of employee's contribution).

\* NB 'total pensionable salary' includes the deemed annual value of any accommodation included in the above salary package.

## 6. LIFE INSURANCE COVER

Life insurance cover of three times your annual salary is provided, with the premium being paid for by Scripture Union Scotland.

## 7. HOLIDAYS

The holiday year runs from 1 April to 31 March. Annual entitlement for a full-time post is 33 days paid holiday (this amount is inclusive of entitlement to local and national holidays). Annual leave entitlement for part-time and fixed term staff is pro-rata.

# Person Specification

CRITERIA	ESSENTIAL	DESIRABLE
<b>Work Experience / Training</b>		
Experience of working with children and young people	✓	
Experience of working in an outdoor environment		✓
Experience of working in a practical/ maintenance role		✓
Experience of working in a 'guest service' industry		✓
Experience coaching/training other sports/activities		✓
Computer literate		✓
<b>Education (Secondary/ Tertiary)</b>		
Standard Grades at grade 3 or above in English, Maths and 1 other (or equivalent)		✓
Willingness to learn activity theory	✓	
Other relevant qualifications e.g. 1 <sup>st</sup> Aid, SVQs etc.		✓
<b>Social</b>		
A practising Christian whose lifestyle is in keeping with SU Scotland's ethos and statement of faith, and who has an active Church connection.	✓	
Able to undertake evening and weekend duties, and act as an 'on-call' member of staff overnight.	✓	
Ability to become part of the Centre community and where appropriate the local community	✓	
<b>Aptitude</b>		
Demonstrates practical skills.	✓	
Demonstrates ability to relate with and communicate effectively to a wide range of children and young people, as well as a range of staff and volunteers.	✓	
Demonstrates an interest in outdoor activities.	✓	
Able to work under own initiative	✓	
Adaptable team player	✓	
<b>Other</b>		
Own transport and a full current driving licence		✓
Familiar with the work of Scripture Union Scotland		✓

# Occupational Requirement

For this post, it is important that you are committed to SU Scotland's ethos, working principles and vision and are able to demonstrate this through your commitment and motivation. It is also an Occupational Requirement (Equality Act - part 1, schedule 9), that the post-holder is a committed Christian.

This post requires the occupant to have a personal faith in Jesus Christ as Saviour and Lord and to believe the Bible to be fully trustworthy, in all that they affirm, and the highest authority for faith and life in keeping with SU Scotland's statement of faith. These principles require to be applied alongside the professional skills required in this role.

The successful applicant will be required to become a member of the Protecting Vulnerable Groups (Scotland) Scheme and the appointment will be subject to a satisfactory PVG Scheme Disclosure.

## What next?

An application pack can be downloaded from [www.suscotland.org.uk/about/vacancies](http://www.suscotland.org.uk/about/vacancies)

Alternatively, you can email us at [hr@suscotland.org.uk](mailto:hr@suscotland.org.uk),

If you have any questions or would like to arrange a visit to Lendrick Muir, please email or call 01577 842 000.

**Closing Date:** 29<sup>th</sup> October 2021

**Interview:** 12<sup>th</sup> and 13<sup>th</sup> November 2021 (the interview takes place over 2 days)

**Scripture Union Scotland is an equitable employer and operates a child protection policy.**

Scottish Charity No. SC011222