



LIVERPOOL
HOPE
UNIVERSITY

1844

Recruitment Pack

Outdoor Instructor (2 posts) **1 x fixed term for 2 years (full time)** **1x part time, permanent (21 hours per week)**

Job Reference: As outlined in the recruitment pack

Closing date: Friday 7th November 2025 by 5.00 p.m.

www.hope.ac.uk





POST: Outdoor Instructor (2 posts)

REFERENCES: **3CCAE001** – Permanent, part time post 0.6 fte
 3CCAE15A – Fixed term (2 years), full time

STARTING DATE: January 2026

SALARY RANGE: Grade 4 - £25,804 – £28,031 per annum (fixed term, full time)
 Grade 4 - £15,482 - £16,818 per annum (permanent, part time)

TYPE OF CONTRACT: Part time (permanent) and Fixed term (2 years)

REPORTS TO: Head of Centre

The Post

We are now looking for an appropriately qualified and experienced Outdoor Instructors to support the Head of Centre in continuing to provide an excellent programme of learning across a range of academic and outdoor disciplines. This is an exciting role, which requires a broad academic background, a flexible approach to outdoor learning and a willingness to match delivery to the needs of diverse range of participants.

For an informal chat about the role please contact Dom Salter, the Head of Centre, on 01341 430276.

Job Description/Key duties of the post

Job Title	Instructor	Code	
Subject/Service Area	Plas Caerdeon Campus, Barmouth - Liverpool Hope University		
Reports to	Head of Plas Caerdeon Campus		
Accountable To	Head of Plas Caerdeon Campus		
Grade	Grade 4		
Purpose of Job			
To provide a wide range of quality learning opportunities for visitors, predominantly utilising the natural resources found in and around Plas Caerdeon Campus and the surrounding countryside.			
Main Duties and Responsibilities			
The post holder will be expected to: - Support tutors from Liverpool Hope University delivering subject-specific input to students. - Provide adventurous outdoor activities to students, school children, families and special interest groups in a safe and enjoyable manner that is consistent with the centre's student-centred ethos. - Lead appropriate courses, with assistance from senior staff, ensuring that the necessary planning is in place including consideration of group size, medical issues, transport, staffing, equipment and venues. - Maintain equipment in line with the requirements of the Health and Safety Executive. - Carry out grounds work necessary for the delivery of learning at the campus. - Carry out any other tasks consistent with the role and pay scale.			
Materials, resources & equipment to be used			
Plas Caerdeon is a fully equipped campus of Liverpool Hope University, with accommodation to house up to 80 residents. We have teaching facilities including a dedicated classroom. The grounds consist of 20 acres of mature woodland supporting a range of fieldwork opportunities and activities including a ropes course, zip-wire and archery field. Our Adventurous Activities Licence allows us to deliver: - Kayaking - Canoeing - Rock Climbing - Abseiling - Gorge Scrambling - Hill Walking & Mountaineering - Mine Exploration			

Regular contacts (internal / external)
• The post holder will work closely with the Plas Caerdeon teaching team to deliver a varied programme of learning. • The post holder will work with the Senior Instructor to ensure that all necessary health and safety checks are completed, and that shortcomings are rectified quickly and appropriately. • The post holder will liaise with the Plas Caerdeon catering team to ensure that essential medical and dietary information is communicated. • The post holder will liaise with outside maintenance contractors when appropriate.
Staff Reporting to Post holder
None

Person Specification

Methods of assessment

Application form **(A)**

Interview **(I)**

Presentation **(P)**

Educational/Training Requirements	Essential (E)/Desirable (D)	Method of assessment
Degree or Equivalent	D	A
A teaching qualification	D	A
A minimum of 3 NGBs from the following list: Mountain Leader (Summer), Rock Climbing Instructor, Level 1 Mine Leader, New Paddlesport Instructor British Cycling MBLA Level 2. Historic equivalent NGB awards will be considered.	E	A
Current Outdoor First Aid Certificate - minimum 16 hrs	E	A
Experience	Essential (E)/Desirable (D)	Method of assessment
Proven ability to plan and deliver adventurous activities in an outdoor environment, through previous roles or equivalent experience	D	A/I
Demonstrable experience of working in a residential setting	D	A/I
Experience of working across the age ranges from key stage 2 to adults	D	A/I
Skills and Knowledge	Essential (E)/Desirable (D)	Method of assessment
An understanding of student centred learning and the ability to pitch sessions at an appropriate level	E	A/I
An understanding of safeguarding issues relating to children and vulnerable adults	E	A/I
An understanding of the social and health benefits of outdoor learning	D	A/I

Able to make appropriate risk/benefit judgements about the delivery of adventurous activities	E	I
Able to communicate effectively both verbally and in writing	E	A/I
Able to use basic software packages for word processing, equipment safety checks, basic data processing, etc.	E	A
Any other requirements	Essential (E)/Desirable (D)	Method of assessment
Full clean driving licence with D1 endorsement	E	A
D1E trailer endorsement	D	A
A willingness to work occasional evenings and weekends	E	I
A willingness to take part in further training in line with the requirements of the post	E	I

An Enhanced DBS check of the successful candidate will be carried out by the university

Contact for Queries

Dom Salter
Head of Centre
01341 430276

Conditions of service:

This post is based at Plas Caerdeon Outdoor Education Centre in North Wales. However, you may be required to work in other areas of the University as and when required.

1 x part time (0.6 FTE) permanent post. The hours of work for this post are 21 hours per week (to be discussed). **Reference number 3CCAE001**

1 x full time (35 hours per week) fixed term post. This post is a fixed term appointment for a period of 2 years. **Reference number 3CCAE15A**

Salary scale for these posts:

Grade 4 - £25,804 to £28,031 per annum (fixed term post)

Grade 4 - £15,482 - £16,818 per annum (part time, permanent post)

New appointments will normally be made on the first incremental point of the advertised grade within the salary scale. In certain circumstances, it may be appropriate to offer a candidate a higher incremental point of the advertised grade. A higher salary will not be offered purely on the fact that it has been requested. Any starting salary above the first incremental point of the advertised grade must be justified and **supported by evidence**. Salary is payable monthly in arrears by bank giro credit on and around the 20th of each month.

The annual leave runs from 1st September to 31st August. Holiday entitlement is 28 days per year plus statutory Public Holidays and Liturgical days. This entitlement is pro-rated for part-time staff.

Further Information

Liverpool Hope University has two main teaching campuses – Hope Park in the Liverpool suburb of Childwall and the city centre Creative Campus.

We have invested more than £60 million in buildings and equipment over the past eight years and we are proud of our campuses. Stunning listed buildings sit alongside modern architecture, and with beautiful gardens and facilities, which make Liverpool Hope University a unique place to work and study.

Mission and Values

Liverpool Hope University is an ecumenical Christian Foundation, which strives:

- to provide opportunities for the well-rounded personal development of Christians and students from other faiths and beliefs, educating the whole person in mind, body and spirit, irrespective of age, social or ethnic origins or

physical capacity, including in particular those who might otherwise not have had an opportunity to enter higher education;

- to be a national provider of a wide range of high-quality programmes responsive to the needs of students, including the education, training and professional development of teachers for Church and state schools;
- to sustain an academic community, as a sign of hope, enriched by Christian values and worship, which supports teaching and learning, scholarship and research, encourages the understanding of Christian and other faiths and beliefs and promotes religious and social harmony;
- to contribute to the educational, religious, cultural, social and economic life of Liverpool, Merseyside, the North-West and beyond.

Liverpool Hope's Values

Hope strives to meet the following values, which are integral to the fulfilment of its Mission:

- be open, accessible and inclusive,
- take faith seriously, being fully Anglican, fully Catholic, fully ecumenical, fully open to those of all faiths and beliefs,
- be intellectually stretching, stimulating, challenging,
- be hospitable, welcoming, cheerful, professional, full of Hope; creating supportive communities in aesthetically pleasing environments,
- be well-rounded, holistic, integrated, a team, a community of communities, collaborating in wider partnerships.

Equality and Diversity

Consistent with its Mission, Liverpool Hope strives to be a university where the individual and individuality matter. We hold students, staff and visitors in high regard and we seek to foster a working and learning environment that recognises and respects difference. All staff are expected to comply with the University's Equality and Diversity policies in the performance of their duties.

Health and Safety

Liverpool Hope University is committed to ensuring the health, safety and welfare of all staff at work and of students, visitors and others by continuous improvement in standards of health and safety. All staff are expected to comply with the University's Health and Safety policies in the performance of their duties

Sustainability

Liverpool Hope University is committed to enhancing the quality of its environment for its staff and students working and living at the University and the wider community; and aims to manage its operations in ways that are environmentally sustainable, economically feasible and socially responsible. All staff are expected to work in accordance with, and promote the University's sustainability practices.

Benefits of working at Liverpool Hope University

Liverpool Hope offers its employees a full range of benefits:

Pay and Pensions

- Competitive rates of pay defined using the HERA job evaluation scheme
- Pension schemes with generous employer contributions

Home and Family

- Generous Annual Leave Arrangement
- Opportunity for flexible working arrangements

Training and Development

- Induction training for all new staff
- Staff development opportunities

Health and Well-Being

- Hope Park Sports fitness suite and classes with discounted membership
- A range of food outlets with healthy eating options
- Staff counselling service
- Staff cycle scheme
- Support with lifestyle changes
- A range of social activities and groups
- On-site chapel, multi-faith prayer room and Chaplaincy
- Eye testing scheme

We also provide a variety of staff discounts ranging from reduced price Theatre tickets to discounts on beauty treatments.

How to apply

You can download the application form by the link below:

[How to apply](#)

Useful Links

www.hope.ac.uk/lifeathope/welcome

<https://www.hope.ac.uk/gateway/staff/peopleservices/>

www.hope.ac.uk/jobs

[Caerdeon](#)





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