



Position Description

Position Details

Position Title	Outdoor Education Instructor
Department/s	Outdoor Education Department
Reporting to	Head of Outdoor Education and SLT
Key Liaisons	Outdoor Education Department
Employment Type	12 month contract; Part time 0.7 FTE
Salary Guide	\$50,000 - \$60,000
Last Review Date	September 2021

Our School

Hillbrook is a co-educational school of 810 students from Years 7 - 12, established in 1987. The School is growing in size over the next 4 years with up to 900 students by 2024. The School's motto, "In Balance We Grow" underpins life at Hillbrook, which prides itself on its focus on quality teaching and learning and a specialisation in the nurturing of adolescents. We aspire to provide all members of our staff and student body with support in a community environment. Students are encouraged to engage in a range of pursuits to achieve a balance between the academic, creative, physical and spiritual aspects of their lives.

The School actively encourages and supports staff in furthering their own professional development. Staff at Hillbrook are encouraged to become involved in the collegial ethos of the school. All employees need to be supportive of the core values of Hillbrook.

The School Leadership Team (SLT) comprises the Principal, two Deputy Principals and a Chief Financial Officer (CFO) and a Chief Operations Officer (COO).



The Role

The Outdoor Education Department at Hillbrook Anglican School provides innovative and effective experiential programming through excellent collaboration and commitment. Outdoor Education is an integral part of the school curriculum and as such is compulsory for all students. The program is mobile in nature, utilising public and private land in SEQ and beyond. It maintains a focus on teaching and learning for the social-emotional development of adolescent students, with an emphasis on sustainability and place. Adventurous activities are often used as a vehicle to help effect those learning objectives. The core of the department is comprised of three full time teachers, one part time instructor and other contract and ancillary support. It is a well-resourced and valued part of the school community. As an Outdoor Education Instructor you need to demonstrate a commitment to the team, as much of the work is collaborative. Your work is focused on achieving results that support the School's strategic initiatives through excellence in Outdoor Education. As such Outdoor Education Instructors at Hillbrook are the key to the safe, effective delivery of the School's Outdoor Programs, and their primary duties reflect this.

Key Responsibilities

1. Leading & Co-leading Outdoor Education Programs. This includes instructing others to meet the objectives of the program and to ensure the safety of staff and participants. Before programs, it involves supporting students and staff in preparation. After programs, it involves evaluation, reporting and setting up the next program to be successful, based on this.
2. Assisting with Duke of Edinburgh and Parents Outdoor Program. This includes some preparation and leading in accordance with established protocol of the Outdoor Education Program. The commitment for these days will generally be over weekends and times that are negotiated. These days will not exceed the discretionary amount of 10 days that are contained within the annual schedule of programmed days.
3. Support Hillbrook by participation as a staff member in the life of the School. This includes contributing to parent evenings, carnivals, meetings, committees etc.
4. Other duties as directed by the Principal or Head of Outdoor Education.

Competencies/ Selection Criteria

1. Qualifications and Experience

- An Outdoor Leadership Degree or equivalent - this position would suit a recent graduate
- Professional competency in leading groups in remote locations, and in activities that may include bushwalking, climbing, paddling, surf safety, challenge ropes courses and team building activities. This should be at a level at least equivalent to a Certificate 4 in Outdoor Recreation.
- An exemplary driving record with an LR endorsement.
- Wilderness/remote first aid qualification.

2. Knowledge, Skills and Competencies

- Exceptional interpersonal and organisational skills.
- Demonstration of support for the objectives of the department and ethos of the School.
- A passion for teaching through Outdoor Education, with a focus on adolescence.
- An understanding of the Queensland School System.
- The ability to work productively, without direct supervision.
- Commitment to support the safety and wellbeing of children and the protection of children from harm in accordance with Hillbrook policies.
- Possession of or eligibility for a 'Working with Children' suitability card.
- Maintain respect for confidential student and teacher information.

Conditions, Entitlements and Benefits

- The position for an Outdoor Education Instructor is 0.7 FTE and a contract position for 12 months commencing 1 January 2022.
- The position is paid in accordance with the Qld Anglican Schools Enterprise Agreement.
- Personal leave accrues at 10 days per annum.
- Long Service Leave accrues at the rate of 1.3 weeks for each completed year of service with entitlements accessible after 7 years continuous service.
- Employer superannuation of 12.75% is available where staff make voluntary contributions of 5%. Employer super is paid in addition to salary.
- A school mobile phone is available for work purposes, and limited personal use.
- In accordance with policy, Outdoor Education Teachers and Instructors can access Time in Lieu for overnight, weekend and holiday work.



Application Process

The closing date for applications is **Monday 8 November 2021**.

In your application, you should include:

- Resume - highlighting experience relevant to the position.
- Why you believe that you are qualified for this position.

All applications should be addressed to the Head of Outdoor Education and emailed to:
positions@hillbrook.qld.edu.au

Receipt of application will be acknowledged by email. The Principal reserves the right to fill the position by invitation or to re-advertise the position. After the closing date, short-listed applicants will be contacted by the School, in order that an interview can be arranged. Only short-listed applicants will be contacted.