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Dear

Thank you for your interest in joining Adventure Unlimited as an Adult Trainee.

We are seeking up to twelve people who are interested in working with our charity on a training course starting on 8<sup>th</sup> February and lasting 9 months. Some of this number will be made up from 16 to 18 year olds who will have already started the course in November.

You will gain qualifications and lots of experience and most people who complete the course find employment or go into further training. The experience and qualifications you gain are essential or helpful for getting jobs such as outdoor pursuit leader, play worker, youth worker, teacher, sports worker and many others.

### **Trainee Course Leader – Essential Criteria**

To be able to join Adventure Unlimited as an Adult Trainee you must be aged 19 plus. You should be willing to work:

- As part of a team
- Without discriminating against others
- For an average of 4 days in a 7-day period.
- On different days of the week, including some evenings and weekends
- Outside, sometimes in poor weather!

To meet the funding criteria to run this course, we can only accept unemployed people who fall into one or more of the following categories:

- Women
- Lone parents
- People over 50
- People from ethnic and diverse communities
- People with health/disability issues

These category definitions are very broad and you only need to fit into one category to be accepted on the course. For example, all women, lone parents and people over 50 qualify. People who are LGBT, who are not White British, who have a disability such as dyslexia or have a bad back would also all qualify to be on the course and have successfully completed the course in the past. If you do not fall into one of these categories or you are not sure then please contact us to discuss.

As the course is designed as an entry into the field of outdoor learning an interest in the provision of outdoor education is essential. You do not need to have any previous experience in any of these activities as all the training is given.

- Some days will involve camping overnight
- Sometimes you will be away from home for a week
- You must be reasonably fit
- You should regard the placement as a stepping-stone to employment or further education.

The position is exempt from the Rehabilitation of Offenders Act 1974. This means that we will be arranging for a check to be carried out by the Criminal Records Bureau to confirm you don't have a criminal record which prevents you from working with children. If you do have a criminal record it does not mean you can not do the course, but we do need to talk about it with you. This is to make sure we are protecting the children we work with.

Adventure Unlimited is committed to provide equality of opportunity and we particularly welcome applications from people from black and ethnic minorities and other currently under-represented groups.

## **The Course**

If you are offered a place on the course you will be committing to working with groups of children and adults, with and without special needs, on adventurous activity days. This includes activities such as climbing, kayaking, team building, bushcraft, hiking and camping. You will get lots of training in how to work with people and how to lead groups. We think it is very important for us to support your personal development and we greatly value team work skills.

The scheme is free and offers training towards such qualifications as:

- Level 2 Award in Basic Expedition Leadership
- British Canoe Union Star Awards
- First Aid
- Various related internal assessments

*Adventure Unlimited is a charity and mostly dependent on external funding such as grants and donations. As such some of the above qualifications may be dependent on our current funding.*

These qualifications can in turn lead to other nationally recognised qualifications such as Mountain Leadership, Single Pitch Award (rock climbing) and further British Canoe Union Awards.

## **Financial Information**

The course is completely free however to be eligible you must be out of work and receiving benefits.

## **Applying**

If you are interested in applying, please check you meet the essential criteria above. If you do, we need to see you on a **taster day** where we will tell you more about the course and assess your suitability. Information about taster days is enclosed.

With kind regards

Bob Swain  
Training Manager

