

SPORT NORTHERN IRELAND

TOLLYMORE NATIONAL OUTDOOR CENTRE

Instructor Development Programme 2017 - 2018

PERSONNEL SPECIFICATION

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| Position Title: | Participant, Instructor Development Programme |
| Reporting To: | Head of Mountaineering |
| Training Allowance: | £100 per week (Accommodation and food is provided to all Instructor Development Programme Participants) |

Essential Criteria

- *Demonstrable experience of dealing with the public
- *Demonstrable customer service experience
- *Currently active as a participant in at least one of the following adventure sports:
 - Hillwalking
 - Canoeing or kayaking
 - Rockclimbing
 - Mountain Biking
 - Orienteering
- *Must be available to work irregular and unsociable hours including overnight stays, weekends and on occasions for extended periods
- *Must be able to live on site during the working week
- Knowledge and understanding of a range of national governing body award schemes for mountaineering, canoeing, rock climbing and mountain biking.
- Demonstrable written and oral presentation skills
- Good communication skills
- Competent in the use of Microsoft Office software
- Must be able to act on personal initiative and take decisions within agreed guidelines
- Good qualities of judgement and reasoning and ability to work under pressure
- Excellent interpersonal skills with the ability to contribute to a team
- Polite and friendly manner
- Good level of fitness

Desirable Criteria

- **Full D1 Driving Licence
- **Competent in the use of publishing/design software and content management systems such as: In Design, Adobe or Word Press.

- **Completed skills and / or leadership training in one or more of the following areas:
 - Hillwalking
 - Canoeing or kayaking
 - Rockclimbing
 - Mountain Biking
 - Orienteering
- **Demonstrable experience of working or assisting on adventure activity courses or programmes or similar
- **Demonstrable experience of dealing with cash and using a till
- Completed leadership training in other sports

*Only those applicants who clearly demonstrate relevant qualifications and relevant experience of essential criteria will go forward to the next stage in the recruitment and selection process.

**The desirable criteria may be used for short listing if required.