

RECRUITMENT PACK



**Environmental
Activities
Instructor**



Scripture Union Scotland is registered in Scotland as a charity (no.SCO11222)
and as a company limited by guarantee (no.SC54297).

New Olympia House, 13 Olympia Street, Glasgow, G40 3TA.
suscotland.org.uk | 0141 332 1162



Recruitment Pack

Activities Instructor (Environmental)

December 2024

Hello.

Thank you for taking the time to check out this new opportunity with SU Scotland.

Our shared vision is to see every child and young people in Scotland exploring the Bible and responding to the significance of Jesus.

We're probably best known for our work in schools, with churches and in SU centres. not to mention our dynamic programme of holidays and camps for children in P5 through to S6 where we say to every child and young person, "You belong here."

This is a unique opportunity to combine a passion for the environment with outdoor instructional skills. Your focus will be on:

- Leading environmental education sessions and outdoor activities for children, young people, and other groups.
- Supporting the development and delivery of eco-friendly initiatives at Lendrick Muir.
- Integrating faith-based principles into environmental education programs.

We are seeking applicants who enjoy working with children and young people and who desire to combine a love for the environment with their Christian faith.

Please read through the enclosed recruitment pack and if you have questions about the role prior to applying, just shout.

In the meantime, be assured of our prayers for you and others giving serious consideration to whether this could be the right thing for you.



Robin

Robin MacLellan, CEO
robin.maclellan@suscotland.org.uk



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Two young women are sitting on a dark red couch. The woman on the left has long dark hair and is wearing a grey sweater with a red lanyard. The woman on the right has long blonde hair and is wearing a pink hoodie. Both are holding open books and looking towards the right. The scene is set indoors with patterned curtains in the background.

ABOUT SU SCOTLAND

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 2,500 volunteers are involved in helping to run our activities, together with around 120 staff and associate workers.

- Our SU Holidays and weekends are the place to be for high energy activities, music, crafts, friends, fun, camping and a whole lot more with Magnitude. Festival adding a dynamic new dimension to the mix.
- Our residential centres are places of adventure, escape, discovery and hope, hosting thousands of school pupils on residential breaks each year.
- We work in schools throughout the academic year. SU workers and volunteers contribute to the curriculum in many of Scotland's schools.
- Our discipleship programme helps young people to grow, learn, explore and develop leadership skills.



OUR VISION & VALUES



Our vision is to see every child and young person in Scotland exploring the Bible and responding to the significance of Jesus.

Everything we do is governed by two core values: [dependence on God](#) and [deepening relationships](#).

We love to see children and young people:

- **Feeling valued and accepted in every encounter with SU Scotland** being able to express their views, engage with others, and grow in confidence as they recognise and develop their abilities.
- **Exploring the key stories and events from the Bible**, reading and studying the Bible on their own and with others, and growing in their understanding of God and what it means to follow him.
- **Having opportunities to learn about Jesus**. Making the decision to follow Jesus, and having the confidence to reflect this in their choices, attitudes and actions.



OUR STRATEGY 2024+

VISION

Our vision is to see every child and young person in Scotland exploring the Bible and responding to the significance of Jesus.

VALUES

Everything we do is governed by our core values of Dependence on God and Deepening Relationships

OUTCOMES

we seek for children and young people

Discover

Discover God's love for them
Encounter God's goodness through the service of his people
Explore God's world

Explore

Explore and understand the Christian faith
Read the Bible and understand its big story

Respond

Space to reflect and make a response to the Gospel
Children and young people coming to faith

Flourish

Confidence in living for Jesus and sharing faith
Grow as a disciple and young leader
Help disciple others

ANCHORS

As we work we will do so with:

Bibles open – Prayer central – Ministry at the Margins prioritised – Volunteers first – Disciples making disciples – Serving churches – Residentials transforming lives

JOB OVERVIEW

Job Title: Environmental Activities Instructor

Salary: £17,391 - £18,313 (dependent upon experience) per annum plus accommodation and other benefits

Location: Lendrick Muir

Contract: Full-time

Key Relationships: Centre staff teams, trainee instructors and Centre guests

Job Purpose: Reporting to the Lead Environmental Instructor you will be working across the Schools and Activities Teams, creating and delivering outdoor environmental activity sessions for our guests. During residentials you will be involved in all aspects of caring for our guests, including some evening work.

For more details about what you'll be involved with, please read the next couple of pages.





TASKS & RESPONSIBILITIES

To support the Lead Environmental Instructor in the delivery and development of the Environmental Education and activities offered by the centre, including:

- Lead and instruct a variety of environmental activities such as nature walks, wildlife identification, eco-friendly craft sessions, and outdoor survival skills, all while highlighting Christian perspectives on creation.
- Design and deliver educational workshops on topics like sustainability, conservation, biodiversity, and climate change, emphasizing the biblical view of environmental stewardship.
- Develop interactive, faith-based programs that encourage participants to see the environment as a reflection of God's creation and inspire them to take responsibility for its care.
- Tailor activities to suit different age groups, ensuring that content is accessible, engaging, and relevant to the participants.

To continue to develop the Environmental Programmes offered by Lendrick Muir

- Collaborate with the Activities Manager to expand and improve the environmental offerings at Lendrick Muir, aligning them with both ecological best practices and Christian teachings.
- Help create resources and materials that support the centre's environmental education programs, integrating Bible study and reflection into outdoor activities.
- Stay informed about current environmental issues and trends, ensuring that the programs remain relevant and impactful.

Health, Safety, and Equipment Maintenance

- Ensure that all environmental activities are conducted in a safe manner, complying with health and safety regulations.
- Regularly inspect and maintain the equipment and facilities used for outdoor activities, ensuring that they are safe, well-organized, and environmentally friendly.
- Brief participants on safety guidelines and proper use of equipment before each activity.

Residential Programs and School Groups

- Actively participate in the centre's school residential experiences, leading environmental education sessions that align with both the curriculum and the Christian ethos.
- Engage with school groups, providing activities that enhance their understanding of the natural world and God's role in creation.
- Assist with the evening program of activities during residential stays, incorporating environmental and spiritual elements

Team Collaboration and Supervision

- Support the Activities Manager in training and mentoring Trainee Activities Instructors, helping them to grow in both their environmental knowledge and their faith.
- Supervise and guide the Activities Team during environmental sessions, ensuring a high standard of instruction and participant engagement.
- Work collaboratively with the wider Lendrick Muir team, contributing to the overall success of the centre.

OTHER REQUIREMENTS

To participate fully in the life and ministry of the Centre. This will include:

- Attendance at daily morning prayer meeting
- Modelling a Christian lifestyle, values and work practices
- Demonstrate commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.

Ministry Partner Development

Each member of the SU Scotland staff team is involved in support raising to an appropriate extent. Action plans may include:

- personal approaches to potential donors and prayer supporters to invite them to partner in your ministry
- regularly updating your action plan and keep a track of tasks undertaken
- regular communication with existing prayer and financial supporters to ensure they are well-informed and their contribution appreciated
- being aware of volunteering opportunities and promoting these as appropriate

In common with all SU Scotland staff members:

- Further the aims and activities of Scripture Union Scotland
- Undertaking professional development through active participation in annual work appraisals, supervision and internal or external training as required or individually identified.
- Attendance and full involvement at the annual staff residential conference and other staff days as they arise, taking part in planning and/or delivering activities/sessions as required.
- Taking part in other Scripture Union activities where appropriate.
- Demonstrating commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.
- The above list is intended to give an indication of the range of duties for the role. Other tasks/responsibilities, appropriate to the remit, will be expected as required.



Occupational Requirement

- An Occupational Requirement applies in terms of the Equality Act (part 1, schedule 9). 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 it affirms, 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 above list is intended to give an indication of the range of duties for the role. Other tasks/responsibilities, appropriate to the remit, will be expected as required.
- The role may require weekend and evening work, as well as working outdoors in a variety of weather conditions.
- Flexibility to deliver environmental education at other SU Scotland centres or events may be needed
- **Appointment will be subject to a satisfactory PVG Scheme Disclosure.**

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
Work Experience		
Experience working with children and young people	✓	
Experience working in an outdoor environment	✓	
Experience working in an educational setting		✓
Experience of working in a 'guest service industry'		
Experience of coaching/ training other sports or activities		✓
Practical or Maintenance Experience		✓
Experience working with people from socially disadvantaged backgrounds		✓
Experience working with an environmental/ conservation project or charity.		✓
Education		
National 4 in English, Maths and 1 other (or equivalent)	✓	
2 Highers at grades C or above (or equivalent)		✓
Tertiary Education Qualification at HNC or above		✓
First Aid Qualification (outdoor specific)	✓	
Other relevant qualifications e.g. Elementary Food Hygiene, SVQs etc.		✓
Holds two of the following: Bushcraft Competency Award, Forest School Leader, WALT, John Muir Award Leader, (or equivalents.)	✓	
Further NGBs such as HML, CWI, Paddlesport Instructor, Archery Leader		✓
IT Literate	✓	
Social		
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. It is a requirement of the role that the post holder lives on-site.	✓	
Aptitude		
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.	✓	
Ability to inspire children and young people to take an interest in the environment.	✓	
Able to work on own initiative		✓
Adaptable team player	✓	
Other		
Own transport and a full current driving licence	✓	
Able to undertake evening and weekend duties.	✓	
Able to demonstrate awareness of SU Scotland's activities	✓	



TERMS & CONDITIONS

HOURS

The post is full time, working 37.5 hours per week. This role will require occasional evening and weekend working.

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 appointment will be confirmed. The employer reserves the right to extend your probationary period.

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 company to terminate your employment is one month. Except during the probationary period, the length of notice which you are entitled to receive from the employer to terminate your employment is four weeks. Your employment may be terminated summarily in the event of a breach of contract by you that warrants summary dismissal.

SALARY

£17,391 – £18,313 (dependent upon experience) per annum plus accommodation (which carries a notional value of £5,110 for pension purposes) and other benefits. You will be paid in arrears on a monthly basis, on or before the 28th of each month.

CONTRACT TERM

Substantive

PENSION ARRANGEMENTS

SU Scotland operates a Group Personal Pension Scheme for employees over 18 and under 75 years of age. An employer's contribution of between 5% and 9% of total pensionable salary will be paid (the actual amount depending on your level of employee's contribution.)

LIFE INSURANCE COVER

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

HOLIDAYS

The holiday year runs from 1 April to 31 March. Annual leave 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. Annual leave entitlement will increase with length of service.



NEXT STEPS

If you feel this role is something that God may be calling you to apply for:

- For general questions about the role, please email: Grace.beaven@suscotland.org.uk
- Complete your application on our BambooHR portal: <https://suscotland.bamboohr.com/careers/64>
- Submit your completed forms through the application portal by – **4pm, 15 February 2025**
- Interview – **25 February 2025**
- Start – **April 2025**

THANKS FOR YOUR INTEREST!



@suscotland    

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Scripture Union Scotland is registered with the Information Commissioner's Office under registration reference ZA356097.
SU Scotland subscribes to the United Nations Convention on the Rights of the Child, as reflected in UK law.