

Stephen Perse

Cambridge



Assistant Head of Outdoor Education
JD & PS

stephenperse.com/currentvacancies

History of Stephen Perse

The Perse Girls School, founded in 1881, evolved into the Stephen Perse Foundation in 2007, and first admitted boys to its Senior School in 2017. Stephen Perse has grown over recent years, adding a co-educational sixth form to its highly successful Senior School in 2008, and four nurseries and early years settings (three in Cambridge and one at Dame Bradbury's in Saffron Walden) between 2010 and 2021. Stephen Perse has been fully co-educational in all settings since 2017 and now comprises four nurseries, two junior schools, a senior school and sixth form.

Predominantly a day school, there are currently 60 (mainly sixth form) boarders. As well as its reputation for academic excellence, Stephen Perse is renowned for an innovative approach to education, and a focus on preparing students for the future.





Our Mission Statement

At Stephen Perse, our mission is to educate and inspire the contributors to tomorrow's world: intelligent young people with the creativity, compassion, confidence and conviction to question, evaluate and improve society.

Our Vision Statement

To deliver this mission, our vision is to create and sustain an outstanding educational environment that:

- Fosters modern scholarship through exceptional teaching and a dynamic, flexible and rigorous academic curriculum.
- Provides outstanding breadth of opportunity and quality of experience through a rich and varied co-curriculum.
- Nurtures and celebrates individuality, wellbeing, personal development, and contribution to the growth of others, through superb pastoral care, social and emotional education, and learning support.
- Champions and models equality, diversity and inclusivity, and social and environmental responsibility with a global outlook.

Our Values Statement

With excellence and creativity in teaching and learning at the core of each of our schools and nurseries, we value the positive difference our students can make in the world through:

- Scholarship and the advancement of knowledge and understanding.
- Kindness, courtesy, inclusivity and collaboration.
- Diligence, independence and self-reliance.
- Humility, reflectiveness and the pursuit of self-improvement.
- Character, individuality, wellbeing and confidence.
- Conserving the environment and living sustainably.

Welcome from the Principal

Richard Girvan

Stephen Perse is a leader in modern independent education, superbly well placed, both to meet the challenges, and to seize the opportunities, presented by its future.



Any school, indeed, any group of schools, is only as strong as its people. Stephen Perse boasts exceptional people across all of its schools and nurseries, and invests in their recruitment, development and empowerment to ensure our pupils benefit from excellent role models, outstanding support and exceptional teaching. As Principal, I consider this investment in our people to be of utmost importance.

At Stephen Perse, all are united in embracing the modern world and in seeking to help our pupils to find and take their place in it, as confident, socially responsible adults. We seek to attract people who are inspired by this challenge, people who share our values, people who are passionate about our collective vision of developing the change-makers of the future.

Richard Girvan

Principal

Assistant Head of Outdoor Education (Full-time or part time) JD & PS

Responsible to: Head of Outdoor Education

Location: Stephen Perse Cambridge Senior School and Sixth Form

Role Description

We are seeking a dynamic and adaptable Assistant Head of Outdoor Education to join our team. This pivotal role involves supporting the Head of Outdoor Education in delivering our high-quality outdoor education (Adventure Learning Programme Stephen Perse: ALPS) programme, ensuring enriching and safe experiences for our students. The successful candidate will be passionate about outdoor pursuits, possess strong leadership skills, and demonstrate a keen understanding of risk management in an outdoor environment. The Assistant Head of Outdoor Education would be a part-time role but could be combined with other responsibilities outlined below for a full-time position.

- Teaching staff - the role could be combined with subject teaching
- Professional Support staff - the role could be combined with cover supervisor duties

Your Role as a Teacher

At Stephen Perse everyone is a learner. While our pupils enjoy the benefits of a creative and innovative learning environment, our teachers strive to inspire and engage through using a wide range of pedagogical approaches.

We want every teacher to offer the very best in teaching and learning to our students and this will inevitably, and perhaps even increasingly, involve the digital world. We are iPad 1-to-1 from 11 to 18 and our Junior Schools use class sets. We are a leader in the use of digital technology within the classroom. This helps us to support our teachers and learners to have an appropriate use of these technologies.

We don't need you to be a fluent or confident user of technology before you start working with us, but we will want you to have an agile and ambitious mind-set that is open to adopting new techniques. Training and support are offered on a regular basis as part of formal and informal CPD and is focused on student learning.

Main Responsibilities

Programme support & management

- Work with the Head of Outdoor Education to develop and shape the long-term strategy for the Outdoor Education (ALPS) programme.
- Work collaboratively with and in support of the Head of Outdoor Education to plan, coordinate, and manage all aspects of the ALPS programme.
- Support the Head of Outdoor Education in administrative tasks such as marketing of the Outdoor Education programme, kit inventories and safety checks.

Programme delivery

- Lead and deliver engaging sessions as part of the weekly ALPS programme including activities such as climbing, paddle sports, archery, bushcraft and orienteering.
- Plan, support and deliver Outdoor Education residential trips during term time, weekends and holidays.

- Support wider Outdoor Education initiatives such as working with our respective Junior Schools and ideally the delivery of sessions within our holiday enrichment programme.

Duke of Edinburgh Award

- Assistant Manager for the DofE programme, supporting the Head of Outdoor Education to ensure the highest standards of safety and compliance.
- Provide administrative support for the Duke of Edinburgh's Award (DofE) scheme, ensuring smooth operation and compliance.
- Management of aspects of the expedition programme.

Wider school duties

- Undertake other duties as directed by the school, which may include participation in the cover and duty rotas.
- For qualified teachers, the post may also include some teaching in your subject specialism.
- Undertake school INSET training and CPD relevant to the post to ensure all skills and qualifications are current and relevant.

General responsibilities

- Act as an excellent ambassador for Stephen Perse at all times.

- Build and maintain good working relationships with all Stephen Perse colleagues.
- Assist as necessary in other Stephen Perse areas at peak times.
- Work at all times towards the aims and goals of Stephen Perse and any individual objectives and targets you may have agreed.
- Proactively identify areas for improvements within Stephen Perse.
- Actively promote the Stephen Perse Equal Opportunities Policy, encouraging staff awareness and participation in all areas.
- Act in accordance with the Data Protection principles at all times.
- Adhere at all times to Stephen Perse operational and employment policies and procedures.
- Take care of your own health and safety and that of people who may be affected by what you do (or do not do).
- Cooperate with others on health and safety, and not interfere with, or misuse, anything provided for your health, safety or welfare.
- Follow the training you have received when using any work items Stephen Perse has provided.
- Adhere to the Stephen Perse Privacy Notice and ensure private and

confidential data is kept secure and disposed of in the appropriate manner.

This job description is not necessarily comprehensive and the position holder will be required to carry out such other duties as may reasonably be required within the general scope and level of the post.

Safeguarding and welfare of children

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the Stephen Perse Safeguarding and Child Protection Policy statement at all times. If, in the course of carrying out the duties of the post, the role-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns

to the School's Designated Person or the Stephen Perse Designated Safeguarding Lead. All employees of Stephen Perse adhere to the Safer Working Practices guidance and all teaching staff are required to adhere to the Teaching Standards which can be **found on the government website.**

Person Specification

	Essential	Desirable	Assessment Method
Qualifications	<p>Candidates must hold at least one of the following qualifications:</p> <ul style="list-style-type: none"> ● Paddlesports Instructor ● Climbing Wall Instructor (CWI) ● Rock Climbing Instructor (RCI) ● Walking Group Leader (WGL) ● Mountain Leader (ML) ● Archery Instructor ● DofE Supervisor/Assessor <p>Driving Licence</p>	<p>A PGCE qualification or equivalent in secondary teaching</p> <p>APIOL</p> <p>Sailing Instructor</p> <p>D or D1 Driving Qualification</p>	<p>Application Form</p> <p>Production of the Applicant's certificates at interview</p>
Knowledge & Experience	<p>A thorough understanding and practical application of risk management principles, particularly within the outdoor environment</p> <p>Ability to confidently lead and deliver at least one of the following main outdoor education activities: Climbing, Mountain, Paddlesports, Archery, or Bushcraft</p>	<p>Experience working with young people in an educational setting</p> <p>Experience leading domestic and international trips and expeditions</p> <p>Experience using online programmes such as eDofE</p>	<p>Application Form</p>
Skills & Aptitudes	<p>Dynamic, enthusiastic, energetic and able to lead by example and have the ability to inspire others and motivate our staff and students</p> <p>Excellent interpersonal skills and be able to gain the trust and confidence of staff, students and parents</p> <p>Excellent problem-solving skills with strong organisational abilities</p> <p>Due to our statutory obligations in respect of safeguarding, the ability to read, understand and communicate in English to a sufficient standard to understand these obligations is required</p>	<p>Ability to support other staff in leading Continued Professional Development sessions using expertise</p> <p>Engagement with social media for professional purposes environment.</p>	<p>Interview</p>
Personal Attributes	<p>Dynamism and adaptability</p> <p>Professionalism and integrity</p> <p>Dedication and enthusiasm</p> <p>Energy and resilience</p> <p>Approachability and flexibility</p>	<p>A sense of humour</p>	<p>Interview</p>

Terms and conditions

All appointments for Stephen Perse are subject to satisfactory reference and disclosure and barring service (DBS) checks, suitability to work with children checks, online checks, proof of identity and eligibility to work in the UK, completion of a medical questionnaire and proof of qualifications.

Hours of work

The hours of work for a full-time Assistant Head of Outdoor Education (with additional teaching or cover staff duties) would be Monday-Friday, including some weekend and holiday trips and occasional evening activities.

The part-time role would primarily be afternoon work across Monday-Friday including some weekend and holiday trips and occasional evening activities. Working patterns can be discussed at interview.

Salary

The salary will be in accordance with the Stephen Perse Salary Scale or Stephen Perse teaching scale.

Benefits

- Salary sacrifice tech and cycle to work schemes
- Rail season ticket loan / discount on Greater Anglia train travel
- Lunch and refreshments provided*
- Contributory pension scheme
- Life assurance scheme
- Annual flu immunisation
- A loan of an iPad, for use whilst employed at the school
- Many of the sites offer covered bike parking
- Free access to the Cambridge University Botanic Garden
- Access to private health and dental plan subscriptions
- A staff discount on school fees of 50% (pro rata for part time and term time) should staff have a child at any school (from Reception to Year 13) within Stephen Perse

Please note, all benefits are under periodic review and subject to change.

**Eligibility criteria applies.*

Privacy Notice

Please see our privacy policy which is available on the recruitment portal.

<http://www.stephenperse.com/recruitment>



Please apply directly by downloading an application form from our recruitment page at www.stephenperse.com/recruitment, or email recruitment@stephenperse.com to request an application form. Please send completed application forms to recruitment@stephenperse.com. We are unable to accept CVs.

The Recruitment Process

- Closing date for applications:
9am on Tuesday 1 July.
- Interviews will take place:
Week commencing Monday 7 July.

References may be taken up before interview.

Invitation to interview and recruitment arrangements

Stephen Perse is committed to safeguarding and promoting the welfare of its pupils. Stephen Perse has a statutory duty to apply for DBS clearance and shall ask the successful candidate to complete an online form which must be cleared before the applicant can commence work. Such checks may take up to eight weeks to complete.

Stephen Perse has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, you will need to provide original documents verifying that you are eligible to work in the UK to the interview. Details of these will be provided in the invitation to interview.

All candidates invited to interview must bring the original documents confirming any educational and professional qualifications that are necessary or relevant for the post.





Stephen Perse

Foundation

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stephenperse.com



Charity No: 1120608