



## Night-Time Duty Supervisor: Ullswater and Howtown

**Salary: £1,962 for five week fixed term contract.**

**Includes holiday pay and training time. Equates to hourly rate of £10.90 per hour (Outward Bound is a real living wage employer).**

**Fixed term contract:** 19th July – 18th August 2023. The first week is mostly day hours for training.

**Shift pattern / hours of work:** work throughout the night, staying awake for a 12 hour shift from 20.30 – 08.30, working a maximum of 4 nights in a week.

**Benefits:** Berghaus uniform items provided.

### The job (in a nutshell)

The Night-Time Supervisor patrols inside and outside our residential centres throughout the night and alerts the 'sleep in' Duty Instructor of any problems / incidents.

This fixed term contract covers our summer course bookings. Young people aged between 10 - 18 from all over the UK and overseas stay at our Ullswater and Howtown centres to take part in a course lasting between 5 - 19 days. The Ullswater and Howtown Centres are situated on opposite shores of Ullswater with spectacular views of the Lakeland fells. The centres have 120 and 72 beds respectively with equipment stores, dining rooms and meeting rooms. The administration for both centres is based at the Ullswater (Watermillock) site.

### Who we're looking for

As you'll be responsible for looking after the safety and security of the site and dealing with any problems at our residential centre overnight, we need someone who is at least 18 years old with a mature approach. We've listed the key responsibilities and skills below.

### Key responsibilities

- Be responsible for the safety and security of the centre and its visitors during your shift.
- Be available throughout your shift, have a visual presence walking around the site and undertake regular security checks.
- Be responsible for initiating any emergency response services if required.
- Alert sleep in duty staff of anything outside of your level of training or experience to manage.
- Maintain safety standards, operating within The Outward Bound Trust policies and guidelines for risk management and safeguarding.
- Receive a brief from the duty staff, regarding the profile and course group whereabouts, including any operating off site. The brief will include any noteworthy medical and pastoral needs, and disciplinary or behavioural matters.
- Handover to the day team – including an update on events/incidents at the end of your shift.
- Remain vigilant throughout the silent hours to detect participants who have not settled down or who need assistance.
- Present a professional image, supporting the reputation of Outward Bound.
- Help with other tasks if required by the hospitality team.



### **Your skills / qualifications**

- A driving licence (minibus D1 entitlement would also be great).
- A valid First Aid certificate (training will be given if necessary).

### **Your experience / attributes**

- Experience of working or volunteering with young people and being accountable for their wellbeing.
- Ability to relate to and communicate with all types of people.
- Happy to work unsupervised and to take instructions from more experienced staff / team.
- Good organisational skills.
- Confident and able to act with authority.
- Ability to work in a busy environment.
- Working long night shifts.
- Helpful, friendly, and reliable.

### **Holiday pay and meals**

Accrued annual leave will be paid at the end of the contract period and is included within the salary of £1,962 for the five week fixed term contract.

Full board and lodging as required.

### **How to apply**

To apply for this job please send an email with your up to date CV and let us know why you're a good fit for this job description (if this is a letter, no longer than two sides of A4). Please send to Grahame Devine, Head of Hospitality: [grahame.devine@outwardbound.org.uk](mailto:grahame.devine@outwardbound.org.uk).

**Closing date:** 09.00 on Friday, 12 May 2023.

**Interviews:** will be held by mutual agreement.

If you have any queries regarding the information supplied or the recruitment process, please contact: [sarah.martin@outwardbound.org.uk](mailto:sarah.martin@outwardbound.org.uk) or telephone: 017684 85000 during office hours.

*The post is subject to an enhanced disclosure check by the Disclosure Barring Service.*