



PERSON SPECIFICATION

JOB TITLE	CCF & Outdoor Pursuits Development Manager & CCF Head of Section (RAF)
DEPARTMENT	Co-Curricular
SECTION	Non-Teaching
LINE MANAGER	CCF Contingent Commander

The successful candidate will be required to fulfil all duties as outlined in the job description. In addition to this, the candidate should possess the following competencies which are essential to this position:

CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS, SKILLS & EXPERIENCE:		
Be an experienced RAF AC with previous Head of Section responsibilities.	√	
Possess previous experience of developing and improving a contingent	√	
Be an experienced DoFE assessor/instructor.	√	
Have experience of planning and attending residential trips and camps in the outdoor environment.	√	
Have relevant experience with schools or similar youth work.	√	
Excellent IT skills including competency in Microsoft Teams, Word, Excel, Forms & PowerPoint.	√	
Possess a First Aid Teaching Qualification.	√	
Have the ability and willingness to drive a minibus.	√	
Experience of working in a school with young people.	√	
Have the flexibility to work around a busy independent school schedule during term time and holiday time.		√
Possess any other outdoor activity qualifications relevant to the role.		√
Possess a range qualification / Mqual.		√
Have a strong, current network within the RAF and wider military.		√
APTITUDES:		
Regulatory compliance, including safeguarding, health and safety and financial.	√	
Safeguard and promote the welfare of children.	√	
Contribute to the wider school community and Forest's Group of Schools when applicable.	√	
Enthusiastic about working with all children and young people between the ages of 4 and 18.	√	
Ability to uphold appropriate standards of behaviour.	√	

Forest School is committed to safeguarding and promoting the welfare of children. Appointment to this position requires an enhanced DBS disclosure.

Discretion, courtesy, honesty, and integrity.	√	
Reliable, punctual, diligent and well-organised	√	