

# Outdoor Education Camp Coordinator/Teacher

## Position Description

### Fahan School Background

Founded in 1935, by Miss Isobel Travers and Miss Audrey Morphett, Fahan School is an independent, non-denominational school for girls from Kindergarten to Year 12. Fahan is located on a stunning 6.2 hectare campus in the attractive Hobart suburb of Sandy Bay - a ten minute drive from Hobart's CBD.

Located on one campus together, Fahan students enjoy state-of-the-art facilities, spectacular grounds, a nurturing wellbeing program and have an outstanding academic record.

Fahan School provides a strong academic program within a friendly, inclusive culture. Our mission is to create a community in which all people flourish. To instil a deep love of learning and the development of right principles that empower each Fahan girl to step confidently into her future. Miss Travers and Miss Morphett believed that young women could achieve anything they wanted to and this was reflected in the motto they chose, *Light Come Visit Me*. Light is not just sunlight but rather "enlightenment", which is the purpose of education.

Fahan School offers its students an extensive co-curricular program which assists in the development of specific skills, confidence and commitment. Students can participate in activities such as sport, music, visual arts, performing arts, debating, public speaking, student leadership, community service, exchange programs and intrastate, interstate and overseas trips.

### Philosophy

Fahan School is dedicated to excellence in education for girls and the realisation of each student's potential, providing a balanced curriculum encompassing academic, cultural, physical and practical areas of learning.

**Our Vision:** To enlighten, inspire and ignite young minds and hearts.

**Our Mission:** To create a community in which all people flourish. To instil a deep love of learning and the development of right principles that empower each Fahan girl to step confidently into her future.

**Our Values:** Our values represent the deepest beliefs and sentiments to which we can aspire, and they shape our School Community.

#### Learning

*We foster a culture of inquiry for knowledge and truth.*

The pursuit of these is fuelled by curiosity, creativity, and a strong desire for achieving personal excellence. We encourage initiative and innovation, independence and flexibility.

#### Spirit

*We honour our founders by living the true spirit of Fahan.*

Our spirit is defined by courage, integrity and honesty. We are proud of who we are and celebrate our individuality.

#### Community

*Care, connection and belonging empowers every individual to flourish at Fahan School.*

Kindness, gratitude and respect are found in all our words and deeds. We take a genuine interest in the wellbeing of others and we celebrate difference and diversity.

## Position Description

### THE ROLE

160 days per year.

To coordinate the Senior School Outdoor Education program.

### POSITION DESCRIPTION

In this role you will need to manage and provide for an age and stage appropriate Outdoor Education program with adventure opportunities that are aligned to the teaching and learning and pastoral care of students (Years 7-12).

Fahan School's Outdoor Education Program ignites young hearts and minds by focusing on experiential learning with the aim of cultivating courage, positive self-evaluation and relational development. Fahan students foster a deep connection to nature and a well-developed sense of place through local, national, and international experiences. The program is designed to support both the academic and pastoral programs, incorporating elements of Positive Education to enhance wellbeing. The Outdoor Education Camp Coordinator works with outdoor education specialists and teaching staff to design and deliver experiences and camps for students in Years 7-12. Fahan School has an Outdoor Education facility on Kelvedon Estate on the East Coast of Tasmania, which provides a venue for annual camps for Years 5, 7 and 9 students. The Outdoor Education Camp Coordinator provides significant contribution to the School's Lumina 9 program, which has a focus on experiential learning.

**Reports to:** Outdoor Education Coordinator and Deputy Principal

**Direct Reports:** Outdoor Education Assistant

### Primary Responsibilities

#### Outdoor Education Program Management

- Develop and implement a vision and supporting short, medium and longer term goals for the program that is aligned to the broader strategic direction of the School.
- In the context of the whole-school teaching and learning program, contribute to the development and lead the implementation of strategic goals and imperatives relevant to the program and curriculum area.
- Develop and implement an age and stage appropriate program that is aligned to the teaching and learning and pastoral care needs of students from Years 7-12.
- For each outdoor education activity, manage the procedures associated with the successful planning and implementation of each activity including communication with students, staff and parents. Manage risk assessments, taking into account individual student needs, including subsequent logistical arrangements.

#### Work, Health and Safety (WHS)

- Comply with the requirements of all applicable Work Health and Safety legislation and Fahan School Work Health and Safety policies and procedures.
- Provide expert guidance to support the effective development, implementation and review of the School's WHS Policy and procedures including, but not limited to, risk assessment, hazard and injury reporting, working at heights and electrical safety within an outdoor education setting.
- Oversee the implementation of the School's risk management processes for the outdoor education program.

## Position Description

### Financial, Asset And People Management

- Manage School resources in accordance with established budgets.
- Ensure that outdoor education program assets are registered, maintained, renewed and reviewed according to legislation requirements and school standards.
- Provide leadership and day-to-day support to all allocated outdoor education staff (teaching and support) to ensure that teaching and learning is of the highest quality.
- Provide support for the vocational traineeship position, regularly liaising with relevant representatives.
- Identify, promote and support relevant professional and personal development opportunities for all outdoor education staff (teaching and support).
- Understand and apply the School's Human Resources Policy and procedures when appropriate including, but not limited to, recruitment and engagement, performance management and rehabilitation.
- Management of our outdoor education facility at Kelvedon including liaison and communication with Kelvedon's owners.

### Curriculum

- Understand and implement relevant educational standards such as but not limited to Australian Curriculum, Assessment and Reporting Authority (ACARA), The Office of Tasmanian Assessment, Standards and Certification (TASC)
- Ensure that the relevant teaching, learning, and assessment program meets all required external and School standards.
- Ensure that curriculum units are developed, implemented, and reviewed to ensure a high quality, relevant teaching and learning program.
- Be the School's representative at relevant curriculum and quality assurance events between co-operating schools and other external organisations.

### Essential Requirements

1. Proven ability to inspire others and be an energetic leader within a teaching and learning community.
2. Teaching qualifications, experience and a demonstrated passion for outdoor education ventures such as rock climbing, mountain biking, bushwalking, coasteering, rafting or kayaking.
3. Community surf certificate or willingness to attain.
4. Experience successfully managing budgets, physical assets, people and their safety.
5. Ability to develop curriculum and demonstrate an understanding of curriculum standards and implement such standards within a relevant teaching and learning program.
6. Demonstrated ability to integrate contemporary information and communication technology (ICT) strategies into a teaching and learning program.
7. A current qualification for Wilderness First Aid (SISS00126) or an equivalent qualification; or the ability to obtain such a qualification.



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8. Current Manual Driver's Licence (Medium Rigid) and the ability to drive a public passenger vehicle, or the ability to acquire such a licence and certificate.
9. A willingness to uphold the values of Fahan School and the School's Code of Conduct.
10. Lead, inspire and work co-operatively alongside others.
11. Demonstrated knowledge of workplace health and safety issues and how they apply to a school and outdoor educational environment.
12. Valid Working with Vulnerable Persons registration.
13. Satisfy requirements of a National Police Check.
14. Permanent Australian residency.

### Selection Criteria

To be considered for this role candidates will need to address the following questions in the application. No more than two pages:

1. Based on your qualifications, experience, and personal capabilities, tell us why you would be an outstanding Outdoor Education Camp Coordinator. Please incorporate the following points:
  - Be a qualified teacher, registered to teach, or be eligible to teach, within the State of Tasmania.
  - Have the ability to lead, develop and deliver an engaging and highly effective teaching and learning program within an outdoor educational setting.
  - Have the ability to take responsibility for the effective pastoral care of students, acting with kindness and empathy.
  - Have the ability to work both independently and co-operatively with other staff members.
  - Have highly developed decision making skills and good judgement in high pressure dynamic environments.
2. Describe why you believe Outdoor Education is an important part of the educational experience for students, particularly in relation to girls' education.

### Remuneration

In accordance with the Fahan School Teachers Enterprise Agreement 2024.

This role encompasses a total of 160 days, which includes accrued time in lieu. Flexibility in scheduling is essential, as the number of days worked will vary according to the program's demands. The majority of your time will be concentrated during certain terms when most of the programs are either actively running or being organized. Additionally, the role requires you to develop and run the in various camps throughout the year, necessitating time away from the primary work location.

## Position Description

### Code of Conduct

- Abide by Fahan School's [Employee Code of Conduct](#) in the performance of all duties.
- Maintain high standards of personal and professional conduct.
- Exercise discretion and maintain the confidence of the Fahan School Community concerning the activities of the School.

### Child Safety

The level of contact with children in this role is high and there must be adherence and a strong commitment to Fahan School's [Child Safe Program and Policies](#) . Child Safe Policy. Our Child Safe Policies demonstrate the School's strong commitment to the Child and Youth Safe Standards, the National Principles for Child Safe Organisations (National Principles) and child safety, and provides an outline of the policies and practices that we have developed to keep our students safe, including from abuse or other harm.

### Commencement

The successful applicant is expected to commence duties in January 2025.

### Recruitment Process

1. Applicants are required to submit a formal application including a CV and cover letter addressing the selection criteria to the Principal, Mrs Meg Lawson, at [employment@fahan.tas.edu.au](mailto:employment@fahan.tas.edu.au).
2. Applications close 9:00am Friday 4 October 2024.
3. Interviews will take place the week commencing 14 October 2024.