



VENTURE SCOTLAND

#CHANGING YOUNG LIVES

Outdoors

Job Title	GLASGOW TEAM LEADER
Location	Venture Scotland Glasgow - Suite 4, Abercromby Business Centre 279 Abercromby Street, Bridgeton, Glasgow, G40 2DD
Report To	CEO
Supervise	Senior Outdoor Programme Leaders, Outdoor Programme Leaders, Assistant and Apprentice Outdoor Programme Leaders, Outreach and Support Workers, Volunteers, and work/ university course placements.
Salary	SJC Scale 26-30 (£33,239 - £37,354) + 5% Employer Pension & 5% Employee Contribution
Hours	37 Hours per week
Purpose	To provide leadership, guidance and support to the Glasgow Delivery Team Staff and ensure efficient running and creative development of the Glasgow Venture Scotland's Programmes and to offer support to the Edinburgh Delivery Team. To work closely with the CEO to ensure continuity of delivery and maintenance of high standards across the two cities.
Responsible for	<ul style="list-style-type: none"> • Be a role model for Venture Scotland's values. • Develop and maintain a creative, collaborative, open and caring work culture, in line with Perform. • The day-to-day delivery of the Glasgow Programmes. • Provide high quality, consistent support and leadership for the Glasgow Delivery Team. • Ensuring the equipment, vehicles and spaces are properly maintained and resourced in both Edinburgh and Glasgow centres.
Job Overview	To oversee the day to day running of the Glasgow Delivery Programme(s) working with people in Recovery from substance use and to offer support to the Edinburgh Delivery Team working with young people..
Regulated Work	This role is considered 'regulated work' as it involves activities with both children and protected adults. Under our safeguarding policy, this role will require a PVG.
Right to work in the UK	If you are applying for this role you need to prove that you have the right to live and work in the UK. If you do not possess this right, then your application will not be considered.
Main Duties	
Staff	To line-manage all Glasgow Delivery Team members (the extend of this may vary during induction and depending on the overall size and structure of the organisation), including bimonthly Support and Supervision and day to day support.
	To support the CEO to address the outdoor activity and developmental training needs of Delivery Team members
	To oversee the training and development of trainees, apprenticeships, and placements.
	Attend regular meetings with the Delivery Team and All Team.

Programme	Ensure that the Glasgow Delivery Team are meeting their programme delivery targets.
	Where necessary, support with the delivery of the Edinburgh programme.
	Ensure and maintain the highest possible standards of safety for programme activities. This includes conducting detailed risk assessments and participating in the continuous review and improvement of safety standards.
	Work closely with the Volunteer Co-ordinator to ensure all programmes are complemented with appropriate Volunteers.
	Discuss, develop and assist to deliver volunteer training and development in conjunction with the Volunteer Co-ordinator.
	Support in the deliver our core programme in Glasgow working with people in Recovery from substance use.
	When necessary, deliver ad hoc project programmes
	Work with the Glasgow Outreach and Support Worker to build and maintain strong networks and partnership relationships at a community level in the sectors that are most likely to further the goals of Venture Scotland.
	Making on-the spot decisions and managing the challenging behaviour of groups and individuals, sometimes in remote environments
	To lead the Glasgow Delivery Team in safeguarding young people.
	Residential overnight work. This will normally be scheduled in advance and will be compensated for by time off in lieu.
	The job may involve exposure to high places, the elements and bodies of deep water and the management of risk in these environments.
	Continuously monitor, review and improve all aspects of your work to achieve the best possible outcomes for young people, volunteers and staff. Oversee the establishment of a compelling evidence base to prove the impact of VS to young people, volunteers, staff, the Board and all external audiences.
	Promoting the benefits of Venture Scotland programmes and activities to young people, volunteers, partner organisations and funders.
	Preparing reports, and carrying out all relevant administration as required.
Resources	Ensure the delivery equipment, clothing, vehicles, buildings and spaces are safe to use, properly maintained and resourced.
General	Actively seek to develop new opportunities for Venture Scotland to partnership with other organisations and promote its products and services when opportunities arise.
	Be an enthusiastic ambassador for Venture Scotland
	This Job Description covers the main duties and responsibility for your post. They will be subject to change over time to reflect the changing nature of the funding environment and the identified needs of Venture Scotland's beneficiaries. You will from time to time be required to step outside of your specific remit as required and turn your hands to whatever needs doing to help your colleagues get the job done (note: this does not mean working outside your area of technical competence).

What you can expect from Venture Scotland

An open, transparent, fair and collaborative work culture.

The chance to work as part of a passionate and committed multi-disciplinary team to achieve a clear, common goal.

Opportunities to input into the strategic direction of the organisation.

Regular workplan meetings to support you to manage your workload and bimonthly support and supervision sessions with your manager.

5 days paid leave for training.

Free access to our independent and confidential Employee Support Service.

Regular in-house training opportunities

Opportunities to be creative and to try new things.

35 days annual leave (this includes public holidays). 10 of these days must be taken over Christmas and New Year when the organisation closes.

A fair and transparent payscale, with annual incremental increases (subject to satisfactory annual review)

PERSON SPECIFICATION – TEAM LEADER

Area	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Summer Mountain Leader • 16 hour first aid qualification • A full, valid Category B (car) licence held for at least two years <p>Must have min 2 NGB assessed, including one of the following</p> <ul style="list-style-type: none"> • Rock Climbing Instructor • Canoe Coach (Sheltered Water) • Paddlesport Leader 	<ul style="list-style-type: none"> • Full driving licence with D1+E • Educated to degree level in youth work, community education, social work, psychology (or equivalent) • Training in an advanced NGB • Canoe Open Water Leader • Canoe White Water Leader • Kayak Coach Award • SUP Open Water Leader • White Water Safety and Rescue Training
Skills and Experience	<ul style="list-style-type: none"> • 5+ years of relevant work experience with young people. • Experience working with groups in the outdoors. • Experience in leading group sessions with young people. • Experience working with groups of young people in a residential setting. • Experience of working with vulnerable young people who are dealing with issues like mental health, physical health, addictions, etc. • Experience in managing risk in an outdoor activity setting. • Experience in managing safeguarding in relation to vulnerable young people. • Excellent oral and written communication skills. • Excellent organisational skills and the ability to prioritise and meet deadlines. • Excellent presentation skills. • Ability to produce quality written reports and to review and adapt plans. • Good computer skills, including Microsoft 365 software (Outlook, Word, Excel, Teams, etc.). 	<ul style="list-style-type: none"> • 3 years of working directly with vulnerable young people. • Experience of managing staff. • Software packages: Windows, iMovie, PowerPoint. • Adept at using social media and other computer-based communication tools.
Character	<ul style="list-style-type: none"> • To be passionate about the personal development of young people and possess the drive to achieve positive outcomes. • Able to be flexible in their approach to the role and work with their colleagues and the organisation, to deliver the aims and objectives of Venture Scotland. • The ability to role model Venture Scotland's Values and lead others through empowerment and an open and supportive work culture. 	

	<ul style="list-style-type: none"> • Able to build and maintain positive and productive relationships with young people, peers, partners and networks. • An awareness of issues affecting young people and a passion for the work of Venture Scotland. • Enthusiasm for and commitment to, Venture Scotland's vision, mission and values. • Commitment to working with volunteers. • Commitment and promotion of equal opportunities and anti-discriminatory practices. 	
Other	<ul style="list-style-type: none"> • Prepared to work evenings and weekends as required. 	