



Job Title: Outdoor Education Co-Ordinator

Location: Emsworth & Hayling Island

Job Type: Full-time

Salary from: £31,212

About Us

Releasing Potential is dedicated to supporting students aged 11–18 with social, emotional, and mental health (SEMH) needs. Serving the local authorities of Hampshire and West Sussex, we provide a nurturing alternative to mainstream education where young people can thrive.

Each student is welcomed with unconditional positive regard and recognised as an individual. All our young people have Education, Health and Care Plans (EHCPs) due to SEMH challenges that have disrupted their learning and led to behaviour that challenges.

Job Summary

The Outdoor Education Co-ordinator is responsible for helping to provide mentorship and ongoing support to the team of outdoor education tutors who have responsibility for outdoor and adventurous activities including the associated equipment. This leadership role ensures that activities are safe, inclusive, engaging, and aligned with National Governing Body guidelines. The Outdoor Education Co-ordinator is to be aware of the condition that equipment is in, maintain an overview of the equipment and help identify how to invest in either new equipment or through a replacement programme.

They are to help provide mentorship and ongoing support to the team of outdoor education tutors who have responsibility for equipment. Model best practices in their own delivery of sessions and teaching. Provide feedback to foster continuous professional growth and ensure equipment is of a suitable standard.

Application Criteria

Applicants must hold a senior instructor qualification in at least one land and/or water based activity, such as

- ✓ Paddlesport, Dinghy, RYA, WGL, CWI or MIAS
- ✓ A valid outdoor first aid certificate is required
- ✓ A full and valid driver's license is essential

Role Overview

- To help monitor and oversee the delivery of outdoor and adventurous activities on a day-to-day basis.
- Develop and maintain a equipment which reflects the criteria set out by the numerous National Governing Bodies of the activities that we deliver
- Be responsible for the equipment and maintain tracking system that ensures that kit is maintained.
- To plan a programme of equipment replacement with the Head of OEd that is suitable for each group or young person that we work with and that it reflects their needs and experience.
- Ensure equipment enables children to progress towards National Governing Body qualifications.
- Monitor the equipment tracking across all outdoor education activity areas as listed below.
- Plan and deliver safe effective lessons in either group or one-to-one sessions according to the teaching timetable assigned to the role.
- To maintain a personal competency and teaching ability of water-based activities to demonstrate good practice.
- Ensure you hold the appropriate qualifications and use the correct equipment for all activities you lead.
- To contribute to the development of the breadth and depth of the activities that RP offers.
- Ensure that equipment is compliant with any HSE led inspection, e.g. AALS, RYA
- The equipment responsibility is identified by the following areas:
 - Boards
 - Paddles
 - Sails
 - Wheels
 - Climbing
 - Archery
 - Navigation
 - Outdoor Living

Commitment to Safeguarding Children

- Staff must follow safeguarding policies, attend regular training, report concerns to the DSL—immediately if serious—ensure children's safety, stay informed on live issues, and support colleagues in keeping safeguarding knowledge up to date.