

Position Description

Outdoor Education & Sport and Recreation Trainee

Employment Type: Traineeship, 1 year

Classification: Trainee

Training: Certificate IV in Outdoor Leadership – Wodonga TAFE

Time Fraction: Full-time, Monday-Friday

Wage: In line with Schedule D of the National Training Wage

<https://www.fwc.gov.au/document-view/awards/modern/MA000155>

Year 12 school leaver — **\$551.70/week**

Year 12 + 1 year out of school — **\$623.90/week**

Year 12 + 2 years out of school — **\$697.00/week**

Commencement: December 2026 – December 2027

About the Role

Bright P–12 College is seeking an enthusiastic, reliable and motivated Outdoor Education and Sport & Recreation Trainee to join our Prep–12 school community.

This traineeship provides an exciting opportunity to gain practical experience supporting the delivery of the College's Outdoor Education and Sports programs while completing a Certificate IV in Outdoor Leadership or related Certificate III or IV level qualification, as negotiated.

Working under the direction of teaching and education support staff, the successful applicant will provide routine and coordinated support to educational programs, students and staff across a range of outdoor, sporting and recreational activities.

Key responsibilities:

The Trainee will:

- Support teachers and education support staff in the preparation and delivery of outdoor education, sport and recreation programs.
- Participate in and support day, overnight and multi-day outdoor education activities and camps, with the responsibility remaining with the supervising teacher.
- Support student participation in school-based and interschool sport carnivals, tournaments and recreational activities, with the responsibility remaining with the supervising teacher.
- Support students requiring additional assistance to engage successfully with classroom, sporting or recreational activities.
- Prepare, check, clean, maintain and store outdoor education and sporting equipment under direction.

- Assist with planning set up and pack up of activity sessions and recreational programs, as directed.
- Promote safe, inclusive and positive participation by students in Outdoor Education, sports and school activities.
- Model calm, respectful and professional interactions with students and support the College's expectations for student behaviour and participation.
- Undertake Outdoor Education activities within their level of training, qualification and demonstrated competency and under appropriate supervision and direction.
- Attend the agreed TAFE training and complete workplace-based learning, practical assessment and course requirements.

About You

We are seeking someone who:

- Demonstrates Bright P-12 College's values of Respect, Effort and Collaboration.
- Has a genuine interest in outdoor education, sport, recreation and working with young people.
- Is willing and able to participate in a range of outdoor and recreational activities, including who has the ability to participate in overnight and extended camps, including week-long camps, where required.
- Is prepared to work in a range of outdoor environments and weather conditions.
- Demonstrates reliability, initiative, organisation and a willingness to learn.
- Works collaboratively and respectfully with students and staff.
- Follows instructions and operate within appropriate professional boundaries.
- Demonstrates a commitment to student safety, inclusion, wellbeing and positive participation.
- Follows Bright P-12 College and Department of Education policies and procedures relating to child safety, occupational health and safety, excursions, camps, risk management and student supervision.
- Is committed to completing a Certificate IV level training during the traineeship.
- Undertake activities only within their level of training, competency and delegated responsibility.

Previous experience in outdoor recreation or working with young people will be highly regarded but is not essential.

Why Join Us?

This traineeship offers the opportunity to combine formal vocational education with meaningful workplace experience in a prep–12 school environment. You will develop practical skills in outdoor leadership, group facilitation, activity planning, risk management, equipment management and emergency response while contributing to engaging experiences for students.

Child Safety

Victorian government schools are child safe environments. Our schools actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations

including Child Safe Standards (including Ministerial Order 1359). The school's Child Safety Code of Conduct and all relevant child safety policies are available on our College's website.

The successful applicant will be required to meet all relevant pre-employment and child safety screening requirements, including providing a Working with Children Check.

Optional: Current First aid and driver's licence would be a benefit.

Selection Criteria

Applicants will be assessed against the following criteria:

1. Interest in outdoor education, sport and recreation

Demonstrated enthusiasm and genuine interest in outdoor education, sport and recreation, with a willingness to develop practical skills and knowledge in these areas.

2. Teamwork and communication

Ability to communicate positively and respectfully with students and staff and contribute effectively as a member of a team.

3. Student engagement and inclusion

Ability to build positive relationships with students and support their participation in outdoor, sporting and recreational activities in an inclusive and respectful manner.

4. Reliability and personal attributes

Demonstrated reliability, initiative, adaptability and willingness to participate in a range of school activities, including activities conducted outdoors and in varying weather conditions.

5. Safety and responsibility

Demonstrated willingness to follow established procedures, instructions and safety requirements, with an understanding of the importance of student safety, wellbeing and risk management.

6. Commitment to learning

Demonstrated willingness to learn, accept feedback and undertake a certificate III or IV level qualification, including participation in workplace learning and assessment.

Desirable

The following would be advantageous but are not essential:

- Previous participation in outdoor education, camping, hiking, bushwalking, sport or recreation.
- Experience working with children or young people.
- Current First Aid qualification.
- Relevant outdoor recreation experience or qualifications.

Conditions of Employment

Employment is subject to the successful applicant undertaking and progressing through the Certificate IV in Outdoor Leadership or equivalent.

The successful applicant will be required to meet the Department of Education's pre-employment requirements, including the Suitability for Child Connected Work check and any other applicable screening requirements.

The successful applicant must comply with the school's policies and procedures, including those relating to child safety, student wellbeing, occupational health and safety, privacy, professional conduct and risk management.

The successful applicant will be required to maintain a commitment to the safety, wellbeing and inclusion of all students.

The role does not include responsibility for teaching or responsibility for the work of other employees.

Student supervision will occur only within the scope of the position and under the direction of teaching staff.

For further information, please contact Phillip Rigby on 03 5755 1166 or email bright.p12@education.vic.gov.au