global action

global learning for positive change

# Global Action Leader
# Job Description

| Job title | Position |
|---|---|
| Global Action Leader | Short-term freelance position |
| **Location** | **Starting Salary** |
| Various (Greece, Nepal, Malaysian Borneo, Costa Rica, Tanzania (Zanzibar), India) | £115 per day<br>Additional expenses covered according to policy |

## Skills and experience required

- Experience of managing school/youth groups outdoors.
- Experience leading groups or working in our destinations.
- Good facilitation and reviewing skills.
- Able to adapt to changing and challenging situations.
- Knowledge of best practice safety management and safeguarding.

## Skills and experience desirable

- Language skills (e.g. French, Spanish, Hindi).
- Knowledge of the Sustainable Development Goals.
- Proven interest or experience of social issues or environmental protection in Low/Middle Income Countries.
- Photography or videography skills.

## Qualifications required

All trips:

- Advanced First Aid qualification,
  OR First Aid at Work plus the First Aid Wilderness Medical Training (Far From Help Foundation course)
- Satisfactory enhanced DBS check with child's barred list or equivalent

Trek based itineraries (Borneo, India Trek, Nepal Annapurna) :

- MLTUK Mountain Leader Summer (Assessed)

Water based itineraries (Zanzibar):

- Qualified PADI Rescue Diver,
  OR Aquatic Safety Qualification Level 3
  OR equivalent appropriate water safety qualification

## Introduction to Global Action

At Global Action, we deliver safe, curriculum-linked trips that turn global issues into meaningful, real-world experiences. We connect students with international and local development organisations to bring the UN SDGs to life through experiential learning activities.

Each itinerary has specific objectives – for more information please see our website.

Our trips are 8 -17 days in duration. Each team is made up of 10 to 26 students, 1 to 3 School Leaders and the Global Action Leader. We also work closely with local partners and guides to deliver our projects.

## Job summary

The Global Action Leader (GAL) carries overall executive responsibility for the safety and personal development of all participants. The GAL is a self-employed person contracted to Global Action for the duration of periods (pre-departure, trip, post-trip) that they are working with a Global Action team.

The GAL is a legal representative of Global Action, and answerable (if required) to all decisions made on trip. The GAL adheres to Global Action's strict health and safety policies and systems, and is given strong support from our briefing workshops, safety management systems, and in-country partners.

Prior to departure, the GAL is required to take part in and lead a series of online and in person training events and workshops. The GAL is also required to facilitate our Global Learning approach during the trip.

## Roles and Responsibilities of the Leaders

### Specific responsibilities:

- Conducting dynamic risk assessments and managing all issues and incidents including reporting or escalating to the Global Action Duty Manager.
- Facilitating the global learning and personal development aims of the trip through structured briefings and reflective reviews, with support from the School Leaders.
- Ensuring reporting and escalating of any safeguarding concerns according to both school and GA safeguarding policies.
- Oversight of distribution of prescription medications, recording any items distributed from the group first aid kit.
- Oversight of ongoing medical issues within the group and decisions as to whether visiting a clinic or hospital is required, in consultation with Global Action Duty Manager.
- Ensuring the itinerary is delivered as planned, in accordance with Risk Assessments and Standard Operating Procedures.
- In partnership with School Leaders, ensure that school policies are upheld and enforced.
- Share responsibility for pastoral care and welfare of all participants with School Leaders.
- Ensure all participants complete feedback surveys.
- Taking part in and leading online and in person workshops prior to trip start date.

## Safeguarding

Global Action takes seriously its responsibility to protect and safeguard the welfare of all individuals in its care. We recognise that the welfare of the people that we work with is paramount regardless of age, culture,

disability, gender, language, racial origin, religious beliefs or sexual identity. Global Action will take any suspicions or allegations of abuse seriously and will respond appropriately.

All job offers will be on the condition of a satisfactory enhanced DBS check with child's barred list being received. If selected for the position, applicants will be asked to complete a self-declaration and disclosure form. If you have any questions regarding please email info@global-action.co.uk.

## How to apply

Please send your CV with evidence of any required qualifications to info@global-action.co.uk

Applications to join our leader pool are reviewed all year round.

We encourage applications from groups that are underrepresented in this field including women, Black, Asian and minority ethnic candidates, disabled people, and LGBTQ+ communities.