Position Description

POSITION DETAILS

Position Title	Outdoor Education Instructor
Department/s	Outdoor Education Department
Reporting To	Dean of Core Programs, Head of Outdoor Education
Direct Reports	Nil
Key Liaisons	School Leadership Team, Outdoor Education team, teaching colleagues and families
Employment Type	Full time
Pay Classification	Queensland Anglican Schools Enterprise Agreement 2024
Last Review Date	October 2026

OUR SCHOOL

Hillbrook is a co-educational school of approximately 930 students from Years 7–12, established in 1987. The School is growing in size over the next two years, with enrolments of up to 1,008 students projected by 2028. Our motto, "In Balance We Grow," underpins life at Hillbrook, where a commitment to quality teaching and learning is matched by a genuine specialisation in the nurturing of adolescents.

We aspire to provide all members of our staff and student body with support in a genuine community environment. Hillbrook staff are encouraged to embrace the collegial ethos of the school and to model our core values in everything they do.

The School Leadership Team (SLT) comprises the Principal, Deputy Principal, Dean of Student Wellbeing, Dean of Teaching & Learning, Dean of Core Programs and the Business Manager.

THE ROLE

Hillbrook's Outdoor Education program is central to how the School nurtures adolescents and helps shape good humans. The Outdoor Education Teacher plans, leads and instructs camps, expeditions and activities that challenge and support students to grow in confidence, resilience and connection.

Success within 12 months looks like safe, well-planned programs that students value, sound risk management embedded in every activity, strong collaboration within the Outdoor Education team, and a visible contribution to the wider life of the School.

KEY RESPONSIBILITIES

The Outdoor Education Teacher will be responsible for the following priorities:

Delivery of the Outdoor Education program

- Leads and co-leads camps, expeditions and activities within Hillbrook's Outdoor Education program, teaching and instructing students to achieve program objectives
- Plans, prepares and evaluates programs to maximise student learning, safety and engagement
- Instructs students in outdoor activities such as bushwalking, paddling, climbing and challenge activities, consistent with their training and qualifications
- Completes program administration, including logistics, catering, communication and parental consent
- Contributes to the development of future programs based on student outcomes and experiences

Safety and risk management

- Prepares and applies risk assessments and safety plans for all activities, consistent with Hillbrook's Work Health and Safety policies
- Takes reasonable care for the health and safety of students, staff and other participants, and follows agreed procedures and instructions
- Responds appropriately to incidents and emergencies in outdoor and remote settings
- Maintains current first aid and activity qualifications relevant to the program
- Supports student wellbeing and the nurturing of adolescents throughout each program

Professional practice and collaboration

- Meets relevant professional standards and maintains the registration or certification appropriate to the role
- Participates in professional conversations, planning and review within the Outdoor Education team
- Engages in professional learning aligned to personal, department and School goals
- Contributes to the collegial life of the School, including meetings, committees and staff development
- Reflects on practice and seeks feedback to improve program delivery and student outcomes

School community and values

- Supports school events such as carnivals, parent evenings and celebrations of student learning
- Works closely with teaching colleagues to connect outdoor learning with the wider curriculum
- Models and upholds the values of an independent Anglican school
- Supports the safety and wellbeing of children and the protection of children from harm, consistent with Hillbrook and Anglican Schools Commission policies
- Carries out other duties as reasonably and lawfully directed by the Principal or the Head of Outdoor Education

COMPETENCIES

Qualifications and Certifications

- Qualifications in Outdoor Education, Education or Outdoor Leadership are essential
- Current Wilderness first aid qualification
- A current drivers licence and exemplary driving record (MR licence)
- Mandatory possession of, or eligibility for, a Working with Children (Blue Card)
- Anglican Church Register Check (required prior to commencement)

Knowledge and Experience

- Demonstrated experience leading groups of adolescents in outdoor and remote settings
- Proven skills across activities such as bushwalking, paddling, climbing, water safety and challenge activities
- Understanding of adolescent development and wellbeing in the Queensland schooling context
- Proficiency in Microsoft Office Suite, particularly Word and Excel
- Experience with TASS or similar school management systems is desirable

Competencies and Skills

- A genuine passion for Outdoor Education and for the growth of young people through challenge and experience
- Strong commitment to safety and to the wellbeing of students within a duty of care
- Demonstrated ability to manage competing priorities with initiative, autonomy, and attention to detail
- Excellent interpersonal and professional communication skills - written and verbal - to engage effectively with staff, administrators, and external stakeholders
- Ability to build cooperative and positive working relationships, functioning effectively both independently and as part of a team
- High standard of professionalism and integrity, including the ability to maintain confidentiality and exercise discretion

HILLBROOK
IN BALANCE WE GROW

CONDITIONS, ENTITLEMENTS AND BENEFITS

- Ordinary hours of work are between 8:00am and 4:00pm, Monday to Friday. Start and finish times are flexible and may be varied by mutual agreement.
- Employer superannuation contribution of 12.75% - above the required Superannuation Guarantee - paid in addition to salary.
- Access to Professional Learning opportunities and catered Professional Development days throughout the year.
- Wellbeing initiatives including staff morning teas, end-of-term lunches, coffee club, and staff social club.
- Located in the inner-north suburb of Enoggera, with free on-site and off-site parking and convenient public transport access.

APPLICATION PROCESS

The closing date for applications is **Friday, 13th November 2026**

In your application, please include the following:

- A cover letter including your personal details and your motivation for applying for this role.
- A résumé highlighting experience relevant to this position.

All applications should be addressed to [Hiring Manager] and submitted through our website - https://www.hillbrook.qld.edu.au/about/careers/

The Principal reserves the right to fill the position by invitation or to re-advertise. Short-listed applicants will be contacted to arrange an interview.

Hillbrook Anglican School is committed to the safety, wellbeing and protection of all children and young people. All applicants must hold or be eligible for a current Blue Card (Working with Children Check) and complete an Anglican Church Register Check prior to commencement.