

# UKSA Recruitment Pack 2023



**UKSA**

Sea.Change

Charity Number 299248



**INVESTORS IN PEOPLE**  
We invest in apprentices Silver

[uksa.org](https://uksa.org)



# A message from our Chief Executive

Hello and thank you for your interest in joining Team UKSA.

UKSA is a Best Companies maritime youth charity and world-renowned training centre of excellence. We inspire and support children and young people to broaden their horizons through inspirational water-based adventures, education and training for careers at sea.

People are important to us, and we wouldn't be who we are and where we are without our amazing team of staff. At UKSA we are a community, and our people are our greatest asset. UKSA belongs to all of us, and we recognise and celebrate performance and welcome new ideas and thoughts.

We believe all young people have a need but there are those that require greater support. We know that many children and young people are missing out on life-changing opportunities because schools, local authorities and parents simply can't afford to pay for them. Our outdoor learning programmes on the water are the antithesis to this.

In conjunction, we know that a career at sea can provide a life of adventure for those who are inspired to follow this path. We support all students with an aspiration for a long-term career in maritime. Our aim is to remove both financial and social barriers to enable students from any background to be able to access UKSA programmes. We want everyone to achieve their best and gain life-changing experiences, qualifications, and careers.

If we sound like the place you want to be, and you are ready to make a difference, we would love to talk to you.



## **Ben Willows**

UKSA Chief Executive Officer



## Safer recruitment policy:

UKSA practices safer recruitment. It is the policy of UKSA to safeguard children and young people taking part in UKSA activities and training from physical, sexual or emotional harm. Our approach also applies to vulnerable adults.

Due to the nature of the activities undertaken at UKSA you will also be required to undergo additional vetting and barring checks. All information you provide will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. You have a right of access to information held about you under the current Data Protection legislation.

## The role:

Terms of employment:

**Salary:**

**Contract type:**

**Closing date:**

**Reporting to:**

**Interviews:**

**Working hours:**

Flexibility in your hours will be required to include weekends, public holidays, and evenings as the needs of the business dictate.

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## Job description:

# We are UKSA

Based in Cowes, the hub of UK yacht racing on the sunny Isle of Wight, we are lucky enough to have a beautiful 4.5 acre home right on the water's edge.

We welcome over 11,000 beneficiaries each year, providing adventures for children and young people and training professional career students to work within the growing global maritime sector each year. Our professional education, mentoring and training pathways create exciting long-term maritime career opportunities empowering our students to succeed for themselves, their communities and society.

## Our impact

Over 8,000 children and their leaders from 130 schools and groups across the UK come to UKSA each year. Our water-based programmes are designed to increase children's life and leadership skills, build confidence and encourage teamwork with their peers. For many, UKSA is their first experience of the sea and being away from home.

Our world-class professional training and further education courses provide an alternative to university. We provide vocational training and qualifications for careers in the maritime industry. We are the world's largest RYA training centre and widely recognised for both our RYA and MCA training courses.

As a charity, we also provide a wide range of funded programmes to help transform the lives of those who need it most.



# Person specification

Key responsibilities and duties:



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This job description and person specification is not exhaustive and reasonable flexibility is expected to meet the changing needs of the business; it will be reviewed and may be updated from time to time in conjunction with the post holder

# What we offer

Get a handle on your health and fitness with a brand-new bike through your Cycle to work benefit.



Cycle to work scheme



Christmas club



Group life insurance



My day



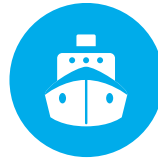
UKSA discount store



Thank you it's Friday



Long service awards



Travel discounts



Protecting your health



Your health & wellbeing



Pension



Celebrating success

# Useful information

## Where are we?

Our main site is located in Cowes on the Isle of Wight. We're easily accessible from the mainland, with a regular ferry service that takes just 25 minutes to cross the Solent from Southampton. Our campus is based along the River Medina and is a 15-minute walk from the ferry terminal, or a short taxi ride.

## Address

**UKSA,  
Arctic Road, Cowes,  
Isle of Wight,  
PO31 7PQ, UK**



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## Safeguarding

UKSA practices safer recruitment. It is the policy of UKSA to safeguard children and young people taking part in UKSA activities and training from physical, sexual or emotional harm. Our approach also applies to vulnerable adults.

## Right to work

UKSA take employment law requirements seriously and will therefore no longer accept passports or national identity cards from EU, EEA and Swiss citizens. Instead, citizens of those countries will need to prove to UKSA that they have been granted status under the EUSS or another immigration category before they can commence work. Checks on physical documents still need to be completed for UK and Irish nationals (who can use their passport as proof of right to work) and for individuals in the UK who do not hold a digital immigration status.

## Data privacy

UKSA will adhere to the principles of the UK's implementation of the General Data Protection Regulation (GDPR) 2018. UKSA views privacy from the data subject's (your) perspective. Where we collect information, we are doing so in order to offer you better services, both on the website and in the rest of our operations. We will hold some of the information you give us in our Customer Relationship Management database and associated spreadsheets. We will ensure that these are secure and can only be accessed by authorised people.

## Equal opportunities

UKSA is an equal opportunities employer and welcomes diversity amongst its employees. We are committed to a comprehensive policy of equal opportunities in employment, in which individuals are selected and treated on the basis of their relevant merits and abilities, without regard to their race, religion, or belief, colour, sex age, national origin, disability, pregnancy, or maternity status or sexual orientation and are given equal opportunities within the charity.

# Apply now

Closing date:

Interviews:

Shortlisted applicants will be invited to:

## What next?



Complete the application form

[Download here](#)

Email it to [recruitment@uksa.org](mailto:recruitment@uksa.org)

We will review your application and be in touch with you soon

