

TRAIL LEADER AND ACTIVITY INSTRUCTOR - MOUNTAIN BIKE TRACK (MTB)

Overview:

In your role as Mountain Bike Trail Leader & Activity Instructor, you will represent and act as an ambassador for The Pickaquoy Centre, delivering safe, enjoyable and inclusive mountain bike experiences for users of all ages and abilities.

In addition to leading guided rides, you will support the delivery of introductory coaching sessions and beginner skills development, helping participants build confidence and fundamental riding techniques.

This role includes a structured development pathway, with training provided to support progression into coaching, enabling you to deliver basic skills sessions independently over time.

Hourly Rate:

£17 per hour

No. of Hours:

Casual/Sessional (as required)

Responsible to:

Programme Development Manager

Date Prepared:

June 2026

Training and Development Approach:

This role includes a structured development pathway. Postholders will be expected to:

- Complete Introduction to Coaching (Cycling) within an agreed timeframe
- Develop the skills to deliver coaching activities on core mountain bike techniques
- Progress towards supporting and leading Fundamental MTB programmes
- Engage in ongoing training and continuous professional development

Training and support will be provided by the Centre to enable progression within the role. The Trust will support staff development through funded training pathways, First Aid and safeguarding certification, mentoring, shadowing opportunities and ongoing CPD.

Main Duties:

1. Lead and supervise guided MTB rides for individuals and groups.
2. Plan routes appropriate to rider ability, trail conditions and weather.
3. Conduct pre-ride safety briefings and equipment checks.
4. Monitor group safety and behaviour throughout sessions.
5. Carry out dynamic risk assessments during rides.
6. Respond effectively to incidents and administer first aid where required.
7. Provide basic skills guidance and encouragement to riders.
8. Undertake basic trail side repairs and bike checks as needed.
9. Ensure adherence to all policies, procedures and codes of conduct.
10. Promote responsible trail use and environmental awareness.
11. Maintain accurate session records and registers.
12. Support the delivery of foundation mountain bike coaching sessions.
13. Assist with the setup and delivery of skills-based activities within coaching sessions.
14. Provide instruction on fundamental riding skills (e.g. body position & movement, cornering, weighting & unweighting the bike) within agreed remit.
15. Support participant progression by providing encouragement and simple feedback.
16. Work towards delivering introductory coaching sessions independently following appropriate training.
17. Contribute to the development of beginner programmes and entry-level participation activities.
18. Deliver high standards of customer service and engagement.
19. Work collaboratively with colleagues across the facility.
20. Maintain equipment and report faults or safety concerns.
21. Engage in ongoing training and development.
22. Be flexible with working hours, including evenings and weekends.
23. Undertake other duties as required by the management team.

Person Specification:

Attributes	Essential	Desirable
Professional / Educational Qualifications - • Hold or willingness to obtain a British Cycling Trail Leader Award or equivalent MTB Trail Leader qualification • Hold or willingness to obtain Outdoor First Aid certification • Willingness to complete Introduction to Coaching (Cycling) within an agreed timeframe	✓ ✓ ✓	
Relevant work / other experience - • Confident mountain biking on a range of trail types • Experience working with groups or the public • Leading rides, outdoor activities, or working with children and young people • Experience supporting coaching sessions or skill development activities	✓ ✓	✓ ✓
Skills and Abilities - • Strong communication, group management, decision-making, situational awareness and basic bike maintenance knowledge • Ability to engage and motivate beginners • Confidence in demonstrating basic MTB skills	✓ ✓ ✓	
Personal Qualities - • Friendly, reliable, enthusiastic and committed to safety and inclusion	✓	
Additional Job Requirements - • PVG membership (children and adults) • Safeguarding training • Flexible availability • Ongoing CPD • Be aged 18 years or over	✓ ✓ ✓ ✓ ✓	

We are committed to inclusion and diversity, and welcome applications from groups with underrepresented protected characteristics. We are happy to discuss reasonable adjustments or arrangements for any part of the recruitment or selection process, or for the tasks and duties associated with this role.

Additional Information for Candidates Requiring Qualification Training:

Candidates who do not already hold a British Cycling Trail Leader Award (or equivalent recognised mountain bike leadership qualification) are welcome to apply.

The Trust is committed to developing its workforce and will provide funded training to enable successful candidates to achieve the required qualification. However, applicants must be willing to travel off island to complete this qualification if required to do so. Applicants should be aware that the British Cycling Trail Leader Award has minimum entry requirements and expects candidates to possess an appropriate level of riding experience prior to enrolment.

British Cycling Trail Leader Award - Training Pre-requisites:

To enrol on the British Cycling Trail Leader Award, candidates must:

- Be 17 years of age or over (you must be 18 or over to operate autonomously as a Trail Leader)
- Have experience riding a mountain bike in a variety of terrain and weather conditions
- Be confident riding red-grade trail centre routes or equivalent natural terrain
- Have a suitable level of fitness to ride approximately 40km over two days
- Own, or have regular access to, a modern and fully serviceable mountain bike and appropriate riding equipment

Trail Logbook Requirement

Prior to assessment, candidates may be required to provide evidence of recent riding experience through a trail logbook.

British Cycling recommends a minimum of:

- 15 quality mountain bike rides completed within the previous 12 months
- Including at least 4 rides of four hours or more in duration

Important Information

Any offer of employment made to candidates who do not already hold the required leadership qualification will be subject to:

- Successful completion of the British Cycling Trail Leader Award within an agreed timeframe; and
- Demonstration of the riding ability, experience and commitment required to meet the course and assessment standards

The Trust will provide reasonable support and training opportunities to assist successful candidates in achieving the qualification and progressing within the role.