

# Adventure Leader Application Guidance

Please read this guidance in full before applying for the role of Adventure Leader. If you have any questions or need any support, please contact us at [aldepartment@thelearningadventure.com](mailto:aldepartment@thelearningadventure.com)

## Resume / Curriculum Vitae (CV)

You are required to submit a Resume / CV as part of your application. This can be in either PDF or Word Document formats.

## Cover Letter

Please submit a cover letter. This is a chance for you to demonstrate how you are suitable for the role! You should ensure you have read the Job Description for the role. A strong cover letter will demonstrate how you are able to meet the competencies that the role requires.

Please keep your cover letter to one page in length.

Your cover letter can be uploaded in either PDF or Word Document formats.

## Recruitment Timeline

Once you have submitted an application you will receive an email confirming receipt. The recruitment process is split into several stages:

- 1) Initial Application
- 2) Introductory Video – if your initial application is successful, you will be invited to submit an introductory video.
- 3) Interview – an interview will be conducted online
- 4) Onboarding – background checks and referencing

Updates on the status of your application will be delivered by email.

If you are successful in the recruitment process, you will then join our Adventure Leader training programme.

If you have any technical difficulties or questions, please contact us at [aldepartment@thelearningadventure.com](mailto:aldepartment@thelearningadventure.com)

**Good luck with your application!**