

Curriculum Vitae

Chris McClellan

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I have always worked in a customer focused environment, and have excellent communication skills, both written and verbal. I have worked in a range of environments mainly in the Outdoor Learning sector.

Career History

Hampton School: Outdoor Pursuits Specialist February 2022 – Current

Hampton is an Independent school in West London for boys aged 11 -18. My role there is to lead and co-ordinate a programme of Outdoor Learning including Climbing during Games sessions, DoFE and Adventure Society trips both in the UK and abroad.

CBM Outdoors: Company Director May 1997 to Current

CBM Outdoors is a small independent outdoor activity provider that relies on great customer relations to ensure repeat business. We offer adult training courses for new outdoor leaders, along with some expedition-based courses, climbing days and Paddlesports courses. Many of the courses for young people are aimed at Special Educational Needs and Disabilities (SEND) groups.

CBM Outdoors has traded for over 20 years in various formats, depending on other commitments

Adur Centre: Deputy Manager December 2017 – December 2018

As Deputy Manager my role was ensure that customers received high quality service from all staff members and that courses were fit for purpose. This meant that all staff training had to be current and in line with National Governing Body standards, that all courses were designed around the customers' needs and that courses ran efficiently and smoothly, ensuring that all the elements of a good course were brought together in a timely manner. I also recruited staff and had some line management responsibility for all staff working at the centre

Croydon Council: Duke of Edinburgh Manager September 2008 - May 2016

My main duties at Croydon were to manage the delivery of the Duke of Edinburgh Award Scheme programme within the Borough; I managed all the local co-ordinators to ensure that the standards of the scheme were always met. I had to meet both participation and financial targets set by the Award Scheme and by the Council. I had overall responsibility for all expeditions that individual schools were undertaking on and as such had to check that these were suitably led and organized.

Along with managing a team of instructors and teachers, I also managed the stores staff who had to ensure that all equipment was fit for purpose and enough equipment was available at peak times for all those who required it.

Hindleap Warren Outdoor Education Centre: Instructor April 2005 - September 2008

Whilst at Hindleap I led the roped activities department, ensuring that all activities and associated equipment were fit for purpose, and that all maintenance work met with current best practice. This sat on top of the direct delivery of activities such as High Ropes, Climbing, Mountain Biking, Hill Walking, Bushcraft, Paddlesports and Team Building.

The Trekking Company: Instructor March 2002 - April 2005

I was the lead instructor of outdoor activity sessions for a camping based outdoor provider, including climbing (both indoor and crag based), canoeing and kayaking, High Ropes, Bushcraft type activities, Archery and Problem Solving. I still freelance for TrekCo.

Blackland Farm Activity Centre: Senior Instructor March 2000 - March 2002

This job included course design in conjunction with customer's needs, staff programming, equipment management, site maintenance and direct delivery of a variety of outdoor based sessions.

Clive and Coffyne Public House April 1997 – March 2000

Bar Manager, during the day the bar was a great place to eat, with an individual menu of locally sourced ingredients and recipes. During the evening it was the main music venue in town, with live music 3 nights a week and resident DJ' 2 nights a week. I was responsible for all band bookings, as well as all staffing and ensuring that stock levels were maintained, and that promotions and events ran effectively and smoothly.

Hamilton's Night Club November 1994 - April 1997

General manager, ensuring that customers were able to have a great night with some great promotions and special events in a safe environment. Ensuring the ordering was done in a timely manner, stock rotation, cash and banking

Ranch Adventure: Instructor February 1991 - October 1994

This was my first centre as trainee based in North Wales, most activities were crag or mountain based with some water activities such as canoeing and kayaking

Qualifications and Professional Training

Award/Course

Awarding Body

UK driving licence	
Accredited Practitioner of the Institute of Outdoor Learning	Institute of Outdoor Learning
Foundation Coach	Mountain Training
Off Site Safety Management	Royal Geographical Society
Hill and Mountain Skills Provider	Mountain Training
Countryside Leader Award Provider	Countryside Leader Award
Mountain Leader (Summer)	Mountain Training
Mountain Leader (winter) (Training)	Mountain Training
Single Pitch Award	Mountain Training
British Canoeing Instructor	British Canoeing
British Canoeing Canoe Safety Test	British Canoeing
British Canoeing Proficiency Award	British Canoeing
Paddlesafe Child Protection	British Canoeing
Understanding LTPD	British Canoeing
Stand Up Paddleboard DSM	British Canoeing
Bronze, Silver and Gold DofE Assessor	DofE
BEL Tutor/Assessor	Sports Leaders
Moving and Handling of Children and Young People	TCR Training
Archery Leaders Award	Grand National Archery Society
Level 2 Food Safety and Hygiene Certificate	City and Guilds
Advanced First Aid	Rescue Emergency Care
Mental Health First Aid	Nurco
Enhanced DBS (Update service)	TrekCo
Teaching in the Lifelong Learning Sector	City and Guilds
A level English	General Studies
C&G Radio Journalism	July 1989 – Newcastle-u-Lyme College, Staffs
9 GCE O levels including Maths and English	July 1987- Grove School Market Drayton
Lusgenned Parc Cenedlaethol Eryri	Snowdonia National Parc Ambassador
PADI Open Water + Dry Suit	PADI
Member of the Royal Geographical Society	

Administration experience including:

- Budget management/ Invoicing and cash control
- Direct contact with various professional bodies
- Stock Control/ Rotation
- Creating and delivering presentations
- Travel arrangements
- Creating promotional leaflets, brochures, social media and online presence
- Recruiting and interviewing staff
- Managing a small team of staff
- Buying experience of products including setting accounts with suppliers