

JOB DESCRIPTION

Post Title: Camp Support- Programme/Activities

Type of contract: Seasonal- 9 week role- 1st July to 31st August 2019

Hours Per Week: 35

Reports to: Director of Services

Main Purpose: To assist the Programme Coordinators to plan and deliver a fully inclusive programme at camp.

Main Duties and Responsibilities:

Provide supervision and support to activity leaders and external providers delivering activities at camp, and deliver activities as necessary

Liaise with external activity providers to arrange and ensure safe and effective delivery of activities

Assist in the risk assessment and management of all activities and activity areas

Work with the Nursing and Wellbeing Coordinators to determine suitability of activities and any necessary adaptations to ensure a positive experience for campers

Assist in the delivery of training for activity leaders and volunteers

Maintain all activities/programme equipment, ensuring it remains in good working order and purchase resources as required.

Ensure the programme runs smoothly and to schedule.

Attend residential camps; these last between 8 and 10 days.

Other ad hoc duties as requested.

PERSON SPECIFICATION

Headings	Essential	Desirable	Means of Assessment
Physical requirements of the post	<ul style="list-style-type: none"> - This role is physically demanding including long work hours at camp. At various times you will also be required to lift heavy objects during and in preparation for camp. 		Application Interview Reference
Training & Qualifications	<ul style="list-style-type: none"> - Training and or Qualifications relevant to role. 	<ul style="list-style-type: none"> - Degree or qualification in relevant field of study. 	Application Interview Reference
Previous or relevant experience necessary	<ul style="list-style-type: none"> - Experience of working with children and/or young people. - Knowledge in planning, creating, delivering and adapting activities for children and/or young people. 	<ul style="list-style-type: none"> - Previous experience at OTW or another Serious Fun Camp or similar organisation - Experience in planning and facilitating a programme for children and/or young adults 	Application Interview Reference
Aptitudes and skills required	<ul style="list-style-type: none"> - Excellent communication skills with children/young people - Recognises limitations and seeks guidance as appropriate - Strong organisation skills with the ability to multitask and prioritise their work day/tasks 	<ul style="list-style-type: none"> - Good presentation and facilitation skills - Experience of risk assessment 	Application Interview Reference
Personal qualities/ temperament	<ul style="list-style-type: none"> - Positive and problem-solving approach - Hard-working and enthusiastic team player with a desire to support other around them. - Flexible, adaptable and uses initiative. 	<ul style="list-style-type: none"> - Creative - Innovative skills and an ability to adapt and overcome obstacles - Able to evaluate the effectiveness of the programme and adapt accordingly 	Application Interview Reference
Special requirements of the post	<ul style="list-style-type: none"> - Able to travel to and attend residential camps in range of locations across the UK - Self-motivated 	<ul style="list-style-type: none"> - Full driving licence 	Application Interview Reference