**Team Member**

**Role Description & Person Specification**

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| **Role Title: Activity Specific Leader*** **Tennis**
* **Dance**
* **Golf**
* **Sports Field**
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| **Organisation Name: Active Summer Camps**  |
| **Organisation Location: Ridgeway Sports & Social Club, Ridgeway, S12 3XR**  |
| **Availability; Must be available between 15th July 2019 & 30th August 2019** |
| **Pay; Competitive**  |

**Job Purpose:**

An exciting opportunity has arisen to join the Team at Active Summer Camps in Sheffield to support Children & Young Adults between the ages of 5 & 17 have a fun filled and Active Summer. Our projects deliver a multi-activity programme based on a variety of sporting and non-sporting activities to keep all children engaged throughout the School holiday period . The successful candidate will be part of a dynamic team dedicated to providing activities for children, whilst ensuring the children remain safe and engaged throughout the programme. Through attending training sessions, the successful candidate will gain a qualification in First Aid & Safeguarding. The successful Candidate will also experience an exciting and action packed programme of inclusive activities.

**Job Overview**

* By overseeing and engaging with campers, you will ensure that students/campers experience a range of exciting, age appropriate and fulfilling activities, and are safe, healthy and happy.
* You may also be required to assist with planning and running unprogrammed activities.
* You will coordinate varied timetables and make sure staff are executing these effectively.
* There is scope for progression and promotion throughout the school holiday and future camps.

**Main Duties and Responsibilities:**

1. Attend Training Sessions (Week beginning 15th July for 4 or 5 days)
2. Deliver activities to keep all children & young adults active whilst in your care
3. Carry out games and activities to engage small and large groups of children at any one time
4. Carry out First Aid if and when required to - Training will be provided!
5. Assist in the design and implementation of sessions
6. Support children and their parents in gaining trust within Active Summer Camps
7. Engage with Campers ensuring they are supervised at all times, whilst having the best possible time at Camp
8. Have FUN!

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| **Personal Specification** | (Please insert E / D where applicable)**Essential/Desirable** |
| Education and/or Qualifications |  |
| First Aid Qualification  | D |
| Sports Coaching Qualification (L1/2 in any sport) Essential for being a Sports Specific Leader  | E |
| **Activity Specific Application Only (Please state on Application Form)** Qualification held for chosen Activity  | D |
| Safeguarding and Protecting Children Certificate or knowledge | D |
| Knowledge Required |  |
| Previous childcare experience | D |
| Experience communicating with Parents, Children and various age groups  | E |
| Understanding how to deal with conflict | D |
| Understanding of Safeguarding and confidentiality policies and procedures | D |
| Skills and competencies |  |
| Effective Leader | D |
| Ability to work effectively as part of a team and show initiative  | E |
| Excellent organisation and time-management skills | E |
| An effective communicator via verbal and written discourse | E |
| Comfortable dealing with enquiries or complaints from customers | D |
| Be a positive role model, maintaining a professional manner at all times | E |
| Travel and attendance requirements |  |
| Excellent attendance and punctuality  | E |
| Willingness to be flexible with working hours and ability to travel | E |
| Due to the location it would be preferable if the candidate had use of a car | D |
| Other |  |
| Enhanced DBS clearance | E |
| Willing to undertake additional training to be successful and effective with the role | E |
| Ability to maintain confidentiality at all times | E |
| Able to volunteer on 13/14th April 2019 at our Family Fun weekend | D |