

Job Description & Person Specification

Role Title: Multi-Activity Coach / Activity Specific Leader
Organisation Name: Active Summer Camps
Organisation Location: Ridgeway Sports & Social Club, Ridgeway, S12 3XR
Availability: Must be available for the School Summer Holidays
Pay: Depending on age

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.

This vacancy is based on a zero hour contract of employment where the employee and employer will mutually agree assignments based on the needs of the company and the availability of the employee. Holiday entitlement will be compensated to the employee in the form of an additional payment being added to the basic hourly rate of pay.

Due to the regulations governed by our regulatory body Ofsted, the candidate must be 18 years or over to be eligible to apply for this position. Please be aware that Active Summer Camps do run a Young Leaders scheme for enthusiastic 15-17 year olds who wish to gain some experience in coaching and being an activity leader. Please visit our website for more information on this opportunity.

Job Overview

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

Main Duties and Responsibilities:

1. Attend Training Sessions
2. Deliver activities to keep all campers engaged whilst in your care.
3. Provide guidance and leadership to campers.
4. Act as a role model for campers in activities which require cleanliness, punctuality, and sportsmanship.

5. Carry out games and activities suitable for small and large groups of children of various ages at any one time.
6. Carry out First Aid if and when required to (Training will be provided prior to the camp commencing).
7. Assist in the planning and implementation of sessions.
8. Assist in the development of activities such as outdoor sports, skill building, team games and arts and crafts.
9. Ensure campers are supervised at all times and maintain their safety and well-being.
10. Implement policies for the safety of campers, equipment, and personal property.
11. Conduct inspections to ensure the camp environment is clean and free of hazard.
12. Carry out cleaning duties in line with COVID-19 procedures
13. Follow COVID-19 Government guidelines, ensuring you take the correct protocols should you have any signs and/or symptoms.
14. Keep an enthusiastic and approachable attitude throughout.

Personal Specification	Essential/ Desirable
Education and/or Qualifications	
First Aid Qualification	D
Sports Coaching Qualification (L1/2 in any sport)	D
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 and Children of 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
Ability to work in line with policies and procedures	E