



Job Descriptions

Coast Activity Programme has the following vacancies for enthusiastic and experienced coaches:

- **Camp Manager**
- **Coaches**

About us: Here at Coast Activity Programme we are all about creating fun and engaging experiences for all children. We are passionate on supporting all children to be active, develop skills, make friends, and have fun, whilst putting the children's health, safety and wellbeing at the heart of what we do. At Coast Activity Programme, we are committed to safeguarding and promoting the welfare of young people and we expect the candidates to share this commitment.

We create and plan sessions that will offer children a wide variety of activities and experiences. We believe that working together as a team is vital for a successful and fun camp experience, we are looking for staff that are willing to get stuck in with the team and to reflect our positivity. We value every team member and look to support our staff in their needs also. We encourage and support our staff to gain the experience and training needed to further their skills.

Successful applicants will join us in providing high-quality, fun, safe and stimulating care for the children attending Coast Activity Programme.

We follow safer recruitment practices and all posts are covered by the Childcare Act 2006 and are subject to receipt of a satisfactory enhanced DBS disclosure for a regulated activity and reference checks.

If you are interested in either of these positions, please send completed applications to Emily at:

info@coastactivityprogramme.com

or call 07939863010 for more information.

Coast Activity Programme aims to be an equal opportunities employer.

Camp Manager

Hours: up to 9 hours per day, 4 days a week. School Holiday time only.

Salary: Dependent on qualifications and experience

About the role: As a camp manager, your responsibility is overseeing the whole camp. You will be signing children in and out and ensuring that you are welcoming parents' and children with an enthusiastic and positive manner. Ensuring that every family feels valued and supported. You will have a full and in-depth understanding of our core values, policies, and procedures. You will be responsible for ensuring that the children all feel, safe, happy and are engaged with the camp. You will lead the camp welcoming as well as ensure camp day to day running is smooth. As camp manager, you will be responsible for managing and supporting staff in the day to day running of camp, you will be included in ratios and will be leading some sessions, whilst ensuring coaches are confident in leading sessions. As camp manager you will need a high level of safeguarding awareness and training for this can be provided. As camp manager you will need to be communicating with the Manager and working together to ensure the camp is running to high professional standards.

Person Specification

Essential	Desirables
<ul style="list-style-type: none">• Over 18 years old• Available to work during the School Holidays• A passion for, and at least 12 months' experience of working with children and/or young people between 5 – 17 years• Knowledge and experience of managing a childcare camp (programming, health and safety, and customer care).• Possess bags of energy and enthusiasm• Can demonstrate a passion for working with children• High level of safeguarding awareness• Willingness to adapt• Detail-orientated, especially regarding following policies and health and safety• A vibrant and resilient team player with leadership skills, to install excitement and motivation in staff and children• Good communication skills• Ability to be proactive and to show initiative in terms of carrying out tasks and managing time.• ICT skills- able to organise through the use of ICT• Reliable and committed individual with a professional manner	<ul style="list-style-type: none">• Desirable to have a level 3 childcare qualification / PGCE• Paediatric first aid• At least 3 months experience of managing• Behaviour management experience• NGB Coaching Qualification level 2

Coach:

Hours: Up to 9 hours per day, 4 days a week. School Holiday time only. Hours and locations may vary.

Salary: up to £120 a day dependant on experience and qualifications.

About the role: As a coach you will be there to support the development of every child in your group. You will be leading activities and ensuring that all the children are being active and having a fun time. As a coach you will be responsible for ensuring that the children all feel, safe, happy and are engaged with the camp. Our camps are fun, engaging, and high energy and we are looking for coaches that can reflect this. We are looking for coaches that can have enthusiastic and bubbly personalities whilst also remaining professional and following policies and procedures. As a coach you will need to be able to work as a team and be able to think on your feet to ensure that the camp day-to-day running is as smooth and fun as possible.

Person Specification

Essentials	Desirables
<ul style="list-style-type: none">• Over 18 years old• Available to work during the School Holidays• A passion for, and at least 3 months' experience of working with children and/or young people between 5 – 17 years• Possess bags of energy and enthusiasm• Can demonstrate a passion for working with children• High level of safeguarding awareness• Willingness to adapt• Detail-orientated especially regarding following policies and health and safety• A vibrant and resilient team player with the ability to install excitement and motivation in staff and children• Good communication skills• Ability to be proactive and to show initiative in terms of carrying out tasks and managing time.• Reliable and committed individual with a professional manner	<ul style="list-style-type: none">• Desirable to have a level 2 NVQ or equivalent in childcare• Or a childcare qualification / PGCE• Paediatric first aid• Experience in behaviour management• NGB Coaching Qualification level 1