

# Moray Sports Foundation

## Holiday Camp Leaders

We are seeking outgoing, energetic and positive personalities to help us deliver an exceptional customer experience through the delivery of our Holiday Camps. In order to be considered for this role, we request that candidates should have relevant experience of leading children and have a passion for sport.

## Job Purpose

Assist with the provision of high quality customer service and supervision to participants attending sports camps at Moray Sports Centre.

Responsible for the safety and behaviour of the participants in the camps to prevent harm, damage to facility and equipment whilst also creating a fun environment for children of all abilities to attend.

## General Responsibilities

Responsible for the implementation of Moray Sports Centre's Health and Safety Policy.

Assist with set up of equipment if required and the checking of the equipment within the facility to ensure suitability. Responsible for reporting any equipment or facility faults.

Ensure administration procedures for this role are carried out.

Adhere to Moray Sports Centre's Code of Conduct.

Responsible for the supervision of children during the camps and ensuring a high quality standard is upheld to encourage ongoing participation in our Kids Programme and beyond.

Obtain and provide feedback on Holiday Camps and contributing ideas and resolutions to improve and develop.

## Methods of Working

Ensure effective team work with colleagues to provide a high standard of customer satisfaction.

Display high standards of professional behaviour.

Create effective working connections based on respect.

Maintain confidentiality and observe data protection guidelines.

Undertake training associated with the duties of the post.

## Hours of work

A flexible working approach is required on a shift rota pattern. This is a 0 hour contract and hours will be allocated depending on the demand of Holiday Camps.

The detail of the shift rota will be supplied to you by your Line Manager.

Rate of pay will be determined on level of experience.

### Person Specification

<b>Attribute</b>	<b>Essential</b>	<b>Desirable</b>
Supervising to a variety of ages/abilities	X	
Knowledge of coaching in a specific sport		X
Effective organisation, communication and planning skills	X	
Work well in a team	X	
Self-motivated and excellent time management	X	
Energetic, enthusiastic and ability to motivate others and participants	X	
Consistent and reliable whilst ensuring fairness and respect	X	
Ability to work flexible hours	X	
Confident		X
Ability to adapt	X	
Customer focussed	X	
UKCC Level 1 (or equivalent) Qualification		X
Willingness to obtain PVG Membership for Regulated Work with Children prior to formal offer of employment	X	