

<b>Job Title</b>	Team Leader (Residential Position)
<b>Camp</b>	Various
<b>Location</b>	Nationwide
<b>Reports To</b>	Pastoral Manager



### **XUK**

*Run by Xkeys Ltd, who have organised safe and fun school holiday day and residential camps for over 20 years. XUK Camps and English Schools offer diverse activities, English lessons and trips for kids & teens.*

### **Job Overview**

- You will help ensure that campers / students experience a range of exciting, safe and age appropriate activities.
- As well as looking after your own group of children, you will also supervise a group of Activity and Dorm Leaders, focusing on staff and children wellbeing.
- There is scope for progression and promotion throughout the school holiday and future camps.

### **Main Duties and Responsibilities**

- Your primary responsibility is to promote the safeguarding and welfare of the children in our care.
- Deliver quality, fun and safe activities both independently and as part of a team.
- Oversee daily routines such as meal supervision, wake up and lights out.
- You must complete our full safeguarding training that will be provided.
- You must advise **only** your Designated Safeguarding Officer (DSO) of any safeguarding concerns.
- Visually risk assess areas and activities. Challenge or report people you do not recognise.
- Ensure and promote good health and hygiene practice throughout campers'/ students' stay at XUK, e.g. daily showers, contact with home and sufficient food consumption.
- Build a good rapport with the campers/ students, promoting the use of English where appropriate.
- Address behavioural and emotional issues suitably, acting as a disciplinary layer.
- Develop professional interpersonal relations with your team so that they feel you are approachable.
- Lead team meetings, providing feedback on key strengths and areas to improve.
- Be flexible within working practices of the setting, undertaking other duties where needed, such as, premises supervision, domestic tasks, managing equipment.
- Supervise groups on excursions and airport transfers.
- Perform all job duties in compliance with established policies.
- Ensure your and your team's required administrative tasks (planning sheets, risk assessments etc.) are thoroughly and correctly completed.

### **Person Specification and Skills**

#### Essential

- Motivated and energetic team player and leader
- Ability to effectively lead a team by offering guidance support and feedback
- Interested in working with children/young people
- Approachable, patient, resilient and flexible
- Can stay calm under pressure
- Ability to make the right decision at the right time
- Always maintain a professional approach to all duties
- Strong organisational and interpersonal skills
- Excellent time management, record keeping and planning skills
- Ability to seek help when required

#### Desirable

- Qualified or student teachers
- Supervisory experience
- First Aid certificate
- Proven experience working with children
- Any specialist qualifications/ interests (e.g. drama, art, sport etc.)