



Position:	Group Leader
Camp:	Mini Minors (3 – 6 year olds)
Location:	Brookland School, Hampstead Garden Suburb, NW11
Pay:	£280 - £330 per week
Reports to:	Supervisor

Overview

- ✓ Your primary responsibility is to promote the safeguarding and welfare of the children in our care.
- ✓ Do what is needed to keep campers happy, healthy and wanting to return for more.
- ✓ Typically there will be three 'Leaders' in a group of 24 campers, with you being in charge.

Responsibilities

Training

- ✓ Complete our full training programme and implement effectively all policies and procedures.

Activities

- ✓ Lead planning and delivery of quality, fun and safe activities (e.g. sports, arts & crafts, songs, messy play).

Pastoral Care

- ✓ Take charge of your group's needs, discussing issues with parents when necessary.

Behaviour Management

- ✓ Oversee your group's behavioural / emotional issues, liaise with your Supervisor and be proactive.

Health, Hygiene & Safety

- ✓ Monitor, assess and promote a healthy and safe camp (e.g. regular toilet runs and hand washing).

Early Years Foundation Stage

- ✓ With our guidance and training, for campers aged 5 and under, you must have regard for how the EYFS can be incorporated into your timetable.

Lates

- ✓ Once a week help care for and run activities for campers who have booked an extended/late stay.

Other Duties

- ✓ When required this may include: changing age groups, break supervision and managing equipment.

Paperwork

- ✓ Take charge in ensuring forms such as Risk Assessments and Planning Sheets are completed correctly.

Essential

Proven Experience

- ✓ Experience working with children/young people
- ✓ Experience in organising/participating in a range of activities

Leadership Skills

- ✓ Communicator, organiser, decision maker, team player and record keeper

Personal Qualities

- ✓ Approachable, resilient, decisive, patient and flexible



Desirable

- ✓ Qualified or student teachers
- ✓ First Aid certificate
- ✓ EYFS knowledge & experience
- ✓ Proven experience working with children
- ✓ Any specialist qualifications/ interests (e.g. drama, art, sport etc.)
- ✓ NVQ / CACHE (level 2 or higher) or equivalent in childcare / play work

Reviewed October 2018