

Weekend Activity Leader

We are looking for a Weekend Activity Leader to join our Weekend Boarding and Pastoral team to ensure our full boarders experience a fun, creative and nurturing weekend programme.

The individual needs to be enthusiastic, energetic, reliable, organised, safety-conscious and professional at all times. They must be willing to go the extra mile to ensure the well-being of our pupils. We are looking for talented people who are enthusiastic about a wide range of sports, activities and hobbies and who are interested in taking care of pupils aged 8-13.

The Weekend Activity Leader would be responsible for the following:

- In conjunction with the Boarding and Co-Curricular team, designing a programme of activities for all boarders (girls and boys aged 8-13) for each term. To include sports, hobbies, activities and excursions which should be creative, fun and challenging.
- Ensuring that the programme functions effectively both from a staffing and a resources perspective and the appropriate risk assessments are put in place.
- Alongside the weekend team, facilitate and supervise children as they take part in the activity programme.
- Ensure that the school policies are adhered to with particular focus on Safeguarding and Health and Safety.
- For activities that incur an additional charge, liaise with the Bursary to ascertain pricing and complete the corresponding charge sheets.
- Informing parents of activities and trips, and coordinating permissions and payments, in conjunction with the School Office.

There will also be the opportunity to work alongside the Holiday Camp team to assist in the design and delivery of a range of activities during the school holidays as well as the potential for hours during the weekday evenings implementing after-school activities if that was desirable to the candidate. However, these elements are not required.

Essential Competencies

- Experience in leading or facilitating activities with children.
- A natural passion for sport or the teaching of children Co-Curricular activities.
- First Aid Training
- Good communication skills with children and adults
- Driving licence

Desirable Competencies

- A coaching qualification in a sport or an enthusiasm for children's activities.
- A reasonable level of IT skill
- D1 driving licence

The school will support the right candidate with training in school processes, risk assessment writing etc.

Hours of Work.

Term time:

Saturday: 8am to 6pm

Sunday: 9am to 6pm.

Plus six hours of administration time each week.