

Charnwood: Leicestershire Scout and Guide International Camp

Role Description	Participation: Sub Camp Team Member
Role Purpose:	To assist the Sub Camp Leader in planning, creating and managing the sub camp experience within the sub camps
Appointed by:	Sub Camp Leader in conjunction with Participation Managers
Responsible to:	Sub Camp Leader
Reporting to:	Sub Camp Leader
Responsible for:	Creating and managing the sub camp experience
Main Contacts:	Participation Team Staff Participants All other Charnwood Teams, including: <ul style="list-style-type: none">• Facilities Team• Health and Welfare Team• Support Team• Youth Ambassadors• Programme Team• Finance Team Young Staff Members and their mentors

External Contacts: TBC

Key Tasks:

- To assist the Sub Camp Leader in delivering a superlative sub camp experience to all camping on the Sub Camp to ensure that all enjoy a camping experience
- To assist the Sub Camp Leader in all aspects of the management of the sub camp (pre, at and post camp) including:
 - Communication and engagement with staff, leaders and participants
 - The establishment of an effective sub camp infrastructure
 - The delivery of an active sub camp life
 - The allocation of campers across the sub camp
 - The provision of information re: Sub Camp needs to other teams
 - The management of sub camp related incidents
 - The provision of informal programme elements which are sub camp focussed
 - Support for any members from overseas/with special needs
- To promote and implement the waste management plan within the sub camp
- To contribute fully as a member of the Sub camp Team
- Contribute to and implement the policies, aims and objectives of the event
- Any other job of a similar or related nature requested by the Camp Directors, CMT or Sub Camp Leader

Skills and attributes: able and willing to:

- Empathise – listen, understand and react to the needs of people
- Inspire
- Communicate effectively and enthusiastically. In the written word, orally or in any chosen communications media (#communicate, etc.)
- Flexible – tasks can evolve and erupt
- Email and PC tool literate (social media a benefit)
- Relish a challenge and cope with change

Attitude, Contribution and Commitment:

- Can do. There will be many challenges and asks beyond this RD. We need an attitude to make it happen, whatever it takes
- Be up for it. Be ready to join, contribute, deliver for and enjoy a great team
- Team player
- Be ready to commit the time required to fulfil role

Including responsibility for the following **event** policy(s);

- All policies relating to the job role.

DRAFT