

Charnwood: Leicestershire Scout and Guide International Camp

Role Description:	Programme: Craft Zone Coordinator
Role Purpose:	Organise the craft activities that will be completed at camp.
Appointed by:	On Site Activities Team Leader in conjunction with the Programme Team Managers
Responsible to:	On Site Activities Team Leader
Reporting to:	Programme Team Managers and Zone Team Leaders
Responsible for:	Overall management of crafts Activities
Main Contacts:	Program Team Managers Health and Welfare Team Manager Facilities Team Manager Transport Team Leader
External Contacts:	Suppliers

Key Tasks:

- In conjunction with the Youth Forum, Youth Ambassadors, and Programme Management Team, you will assemble a team, and manage the team, who can provide a fun, vibrant, adventurous and engaging programme of craft activities between the hours of 9.00am and 5.00pm during the event for all youth participants.
- Create a safe atmosphere, abiding to the aims and objectives of the camp.
- Programme ideas should focus on an international theme and embraces an international theme of friendship, cultural awareness and the world around us
- To ensure that Budget constraints are met
- To ensure that all activities meet the relevant activity rules of TSA & GGUK are met
- Follow event Policies as put in by Event organisers
- Produce relevant Health & Safety Risk Assessments
- 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 or CMT

Skills: able to;

- Team management skills

- Planning and organisational
- Hold a current DBS
- Enthusiastic and competitive person
- Outgoing, reliable and enthusiastic team player

Including responsibility for the following event policy(s):-

- All policies relating to the job role.
 - Health & safety
 - Finance
 - Safeguarding

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