

Charnwood: Leicestershire Scout and Guide International Camp

Role Description: Programme: Transport Team Leader

Role Purpose: Management the movement of kit to and from site pre, post and during camp. Manage the smooth operation of the buses on a daily basis for participants moving from one location to another.

Appointed by: Programme Team Managers in conjunction with the Camp Directors

Responsible to: Programme Team Managers

Reporting to: Programme Team Managers

Responsible for: Overall management of movement of kit pre, post and during camp and activity day transport during camp.

Main Contacts: Programme Team Managers
Health and Welfare Team Manager
Facilities Team Manager

External Contacts: Coach companies
Transport companies

Key Tasks:

- Control and manage the transport needs of the camp.
- Be the onsite contact for all offsite activities
- Manage all coach and transport companies.
- 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 CRB or 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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