



Pastoral Activity Leader

A Summer of Fun. A Lifetime of Memories

The Details

- **Title:** Pastoral Activity Leader
- **Reporting to:** Social & Welfare Manager
- **Contract:** Seasonal work in summer school holidays.
- **Hours:** For the duration of the summer season, shifts are assigned on a weekly basis, with activities running between 7.30am and 9.30pm daily, 6 days a week. Weekly hours may vary. Some overnight duties required

Summary of Position

The role of Pastoral Activity Leader is unique to the Ultimate Summer Residential. The Pastoral Activity Leaders takes an integral role in the pastoral care of children, supporting Social Welfare Managers with the day-to-day running of the boarding house, ensuring the safety and welfare of the children within them and delivering exciting activities, during arrivals, departures and in the evenings.

Pastoral Activity Leaders must have the flexibility, enthusiasm, and communication skills necessary for a role working closely with many members of staff and children.

Duties and Responsibilities

With full training provided, duties will include:

Daily Activities & Routines:

- Support, supervise and account for all children during daily and nightly routines, with duties including, but not limited to:
 - Assisting with wake up and programme/activity preparation.
 - Supervise breaks and mealtimes.
 - Shared daily roaming support to assist with any pastoral child needs.
 - Oversee social and phone time within boarding houses.
 - Plan and deliver an engaging offering of evening activities.
 - Assist with bedtimes and lights out.

Overnight Duties & Pastoral Care:

- Some overnight duties required
- Assist at any time, whether on duty or not, with an emergency, including assisting and supporting any child's pastoral needs where required (e.g. illness, homesickness, distress)
- With fully funded training provided, act as a key first aider on camp.

Wellbeing & Welfare

- Encourage positive social interaction between children.

- Ensure all policies and procedures on camp are adhered to by yourself and the children in your care, including all health and safety, and safeguarding procedures.
- Be available and approachable to all children, addressing student behavioural issues in a professional, empathetic & positively reinforced manner.
- Attend to children with any issue, including, but not limited to, illness, hygiene, homesickness, friendships, management of belongings, phone use, etc.
- Support the Social Welfare Managers where required with accompanying children to see the nurse, doctor, dentist or A & E.

Arrival & Departures:

- Support on arrival and departure days.
- Help to ensure houses are prepared and well-presented.
- Welcome children and parents arriving at camp.
- Prepare children for departure re. packing and logistics.

General Duties

- Work with all staff to develop strong house identities and ethos incorporating values of respect, tolerance, comradery, and community.
- Help to plan and deliver morning, afternoon, or evening activities.
- Support with laundry and bed changes and ensure houses are kept safe and clean.
- Attend daily meetings with Social Welfare Managers
- Manage any other challenges that come with running a dynamic holiday camp environment.
- Continuously promote the welfare of the children in your care and ensure the provision of childcare is always of a high quality to meet the needs of individual children from differing backgrounds and stages of development.
- Live up to the promise of '*A Summer of Fun. A Lifetime of Memories*' and behave in a manner that reflects the expectations of the company throughout your employment.
- Show high levels of energy, enthusiasm, and professionalism, acting as a suitable role model for the children and staff on camp.

Essential Requirements

- Experienced in providing pastoral support and caring for children from a variety of backgrounds in a confident and supportive manner.
- Be committed to safeguarding and welfare of children in your care.
- Good decision maker, able to quickly assess and make informed judgements.
- Pro-active and conscientious, able to adapt to situations when required.
- Be enthusiastic, energetic and passionate about developing children through pastoral care and activity.
- A flexible team player, able to adapt to dynamic situations and challenges on camp.
- Excellent communicator, with strong face-to-face customer service skills. Candidates must be confident in their ability to talk to parents and host school staff.

Desirable Requirements

- Qualified or working towards qualification in teaching/coaching/childcare.
- Experience in Residential, Boarding, or Education Sector
- Hold a Paediatric First Aid (12 hour or 6 hour) qualification.
- Hold a safeguarding qualification.

Benefits

- Paid pre-camp training programme to prepare you to be an Ultimate staff member.
- Competitive pay and opportunities for progression

- Subsidised First Aid qualifications and CPD opportunities.
- Each day is filled with rewarding work in an enthusiastic environment.
- Refer a Friend scheme.
- All meals and accommodation included.

Successful candidates will need to be available for 3 paid training days in the lead up to camp.
Details can be found here: www.ultimateactivity.co.uk/training-and-assessment-days

The Ultimate Activity Company is committed to safeguarding and ensuring the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. All appointments are subject relevant check in line with Safer Recruitment guidelines, including, but not limited to, DBS Disclosure checks, identity checks, internet search, employment history and reference checks, and international criminal record checks where required.