

LEEDS CHILDREN'S CHARITY

PRESIDENT: LORD MAYOR OF LEEDS

POST: Child Supervisor

ROLE: To be responsible for a group of disadvantaged children aged 7 to 11 years at Silverdale Holiday Centre, and to provide an effective, high quality, caring and stimulating service

RESPONSIBLE TO: The Manager of Silverdale Holiday Centre, Angela Redman, and to the Board of Trustees

WORKING HOURS:

Morning shift: 10.00 am to 3.00 pm (Monday), 8.00 am to 3.00 pm (Tuesday to Friday)

Afternoon shift: 3.00 pm to 10.00 pm (Monday to Thursday), 10.00 am to 3.00 pm (Friday)

DUTIES AND RESPONSIBILITIES:

- To supervise and assist in the general care of the children to the highest standard
- To liaise with the manager regarding planned activities, risk assessments, and safeguarding of the children in your care at all times
- To assist in specific medical needs of the children as required
- To maintain and contribute to reports on children's behaviour and progress to provide consistency in their care and to comply with safeguarding regulations
- To encourage all children to develop confidence, self-esteem, and a sense of responsibility for themselves, other people and their environment
- To encourage the children's emotional, intellectual and social growth
- To assist, support and supervise the children during activities and visits
- To work to implement equality of opportunity throughout the holiday centre
- To follow health and safety regulations at all times and to work in a safe environment for both yourself and others

PERSONAL SPECIFICATION/ESSENTIAL REQUIREMENTS:

- To have good communication skills
- To be able to work positively as a member of a team and be reliable when working with young people and colleagues
- To have patience, flexibility, and resilience with an ability to be firm as well as sympathetic towards the needs of young people
- To be able to understand and put into practice consistent and fair approaches to young people
- To be able to work with young people between the ages of 7 to 11 years in group situations
- To be able to work with other team members in order to facilitate organised activities for children with different levels of ability
- To have good timekeeping skills and reliability in order to respect the working hours of other team members

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Registered Charity No: 224649

Leeds Children's Charity is the working name of Leeds Children's Holiday Camp Association

A list of the names of the Trustees can be seen at the above office

