

Job Description and Person Specification

Youth Activity Leaders

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Job Title	Youth Activity Leaders
Responsible for	Youth Workers and Volunteers
Location	The Treehouse, Callander
Reports to	Short Breaks Co-ordinator
30 hrs (includes overnight rate)	Weekend work. From 5pm Friday to 5pm Sunday
Daily/Weekend Rate	£450 per Residential

Overview

Fabb Scotland is a national youth and educational charity for young people with a diverse range of abilities. We run short breaks jam packed with amazing activities for young people to participate in, from cycling to water-sports, gardening to cooking, arts to crafts and bushcraft and outdoor activities. Young people are involved in the planning, delivery, and evaluation of the programme.

As a first step we are looking to recruit highly motivated Residential Activity Leaders who will be part of a bank of staff to lead a weekend or holiday activity programme. Successful applicants will contribute to the development and implementation of a wide range of inclusive and therapeutic recreation programmes. These activities are open to all young people, youth organisations and groups across Scotland.

More specifically, our Youth Activity Leaders will be responsible for managing and carrying out the following list of activities:

- Leading and delivering a planned programme of activity in line with Fabb Policies and Procedures
- Encouraging and Engaging a group of young people who have a diverse range of needs and abilities in the 11-25 age group.
- Guide and support the team of volunteers, peer leaders, external providers, and personal assistants to work together to provide a quality experience.
- Liaise with the Short Breaks Coordinator who is responsible for the planning and co-ordination of the programme.
- Ensure safe transport of users to and from The Treehouse, Callander and remote activities to ensure punctuality for pick-ups and drop-offs.
- Familiarise yourself with the needs of the group of young people, their profiles, dietary requirements, interests, likes and dislikes, additional needs.
- Ensure the safety and well-being of all young people at all times.
- Report to the SB Co-ordinator and promote through approved channels.

General

- Working within the ethos, policies, and procedures of Fabb Scotland, especially those concerned with child protection and promoting equal opportunities.

- Respecting the premises and project equipment, ensuring that they are supervised when in use and secure when not in use.
- To assist the team to tidy up and clean the building and equipment after use.
- Attending supervision sessions, with the Short Breaks Co-ordinator, staff-meetings, and training sessions.
- Supporting and co-operating with other staff to ensure that the objectives of Fabb Scotland are delivered effectively.

Person Specification

Essential

- A commitment to working within the ethos, policies, and procedures of Fabb Scotland, specifically those concerned with child protection and promoting equal opportunities.
- Experience of youth work or working with a diverse range of needs and abilities.
- A sound understanding of child protection and current safeguarding theory and good practice.
- An understanding of health and safety issues.
- A good track record of successfully delivering projects or services.
- Self-motivated, flexible, and able to work with little supervision.
- Able to work as part of a small team.
- Good communication skills.
- Basic ICT skills.
- Experience of planning activity programmes, monitoring progress and managing risk.

Desirable

- Experience of completing funding applications.
- Experience of fund raising.
- Experience of the voluntary sector.
- Sports, music, cooking, arts and crafts, performance skills and any other skills that may benefit our projects and services.
- Driving licence.