

Summer Camp Volunteer

Job Description and Person Specification

Role	Summer Camp Volunteer
Reporting to	Camp Coordinator, Young People and Volunteer Manager
Time Period	1 st – 6 th August 2010
Closing date	1 st April 2010
Interviews	May 2010

Overview

CLAPA is looking for enthusiastic, energetic volunteers to join our team for a 5 day residential camp in Wales from 2 – 6 August 2010.

Volunteers must attend all 5 days of camp and one day of training taking place at the venue on the 1st August (the day before participants arrive). Transport to and from camp will be coordinated by CLAPA.

Shared accommodation is provided as are all meals. Mealtimes will be in the communal dining room.

The camp offers a programme of activities including high energy outdoor activities which all volunteers will be expected to help co-ordinate and actively participate when necessary.

Volunteers will be selected on the basis of their application forms, CV, interview, references, and Criminal Record Bureau Disclosures.

Applications from cleft team members are welcomed provided that no camp participants are attending from your region.

Parents and siblings of camp participants are not able to apply for this position.

CLAPA Camps Aim:

- To build confidence and self esteem
- To provide children and young people with the opportunity to meet others with the same condition
- To give young people with a cleft lip and/or palate (and other associated conditions) the opportunity to benefit from CLAPA services regardless of circumstance
- To give children and young people the opportunity to learn new skills and have fun!
- To provide parents with respite from the long-term care of their child/children

Role Description

Volunteers will spend most of their time on camp working as general play leaders and supervising whichever activity the children are pursuing, under the overall instruction of the camp centre staff and CLAPA's Camp manager(s). The volunteer's role is to support the centre staff and camp manager(s), providing assistance as required, to encourage and motivate the participants. Due to group size restrictions it may not always be possible for volunteers to participate in camp activities but will be expected to take part wherever possible.

Essential Skills Required

Personal

- Ability to work as part of a team and readiness to help others
- Maturity
- Enthusiastic about CLAPA's vision and committed to CLAPA's aims
- Respects others' opinions, beliefs and points of view
- Has empathy for the work of CLAPA and the children, young people, adults and families it supports
- Competent, reliable in emergency
- Energetic,
- Open, warm, friendly, approachable manner

Communication and Motivation

- Motivation skills: able to encourage children and participation
- Able to communicate confidently and appropriately with members of the public, volunteers, children and staff
- Contactable via telephone and/or email

Professional

- Experience working with children
- Leadership skills: the ability to manage a group of young people
- Happy to work under the guidance and support of the camp manager
- Maintains confidentiality
- Able to manage own time, be punctual and presentable when representing CLAPA

Desirable Skills

- Experience organising and running group activities
- Aware of the issues faced by those affected by cleft lip and/or palate

Appointment will be subject to an enhanced CRB check.

Thank you very much for your application to volunteer with CLAPA.