

Activity Leader

Job Description

Description:

Activity Leaders are based at a wide range of locations – from Freshwater Bay on the Isle of White to Whitby. The maximum length of appointment is five weeks and the minimum length is four days. Seven night holidays begin on either a Friday or Saturday.

Family Walking Adventures are designed for families to enjoy special activities planned for children and to spend time with other families. There are no unaccompanied children on our holidays and regardless of a child's age, parents or appointed adults are responsible for their children at all times.

The age of children on a Family Walking Adventures holiday can range from toddlers to teenagers, although the majority are likely to be of primary school age. You are required to offer activities mainly for primary age children, but ideally, activities after dinner will involve the whole family and all the Leaders.

Depending on the number of guests and the location, there will be three - five Walk Leaders and one Activity Leader (two at Freshwater Bay) on each holiday. All these Leaders work as a team throughout their appointment.

The number of children staying at a House during any one week can vary. At most Houses there will typically be 20 - 30 children, with a greater number at Freshwater Bay.

Responsible for:

As an Activity Leader you will need to:

- Give a short talk at the beginning of the holiday to introduce yourself and give detail of the week's programme of activities.
- Organise games/activity sessions for 2 - 3 hours in total per day during the time before the evening meal (generally sometime between 4pm and 6.30pm), and if appropriate, after dinner (8-9pm). The activities, timings and duration will depend on the age of the children and the location.
- Join walks on two days of a seven night holiday (one day on a four night holiday) and organize a game or activity to take place throughout the walk or over the lunch break. On most holidays this will be the Family or Easier Walk to allow time to get back to run the afternoon activity sessions.
- Represent HF Holidays at all times; and even when off duty, we would expect appropriate conduct and integration with guests and children, especially during dinner.

Person Specification:

This role needs people who:

- Are resourceful, energetic and enthusiastic and skilled and constructive communicators.
- Are experienced and comfortable in planning and leading activities for children of a range of ages.
- Can work with other Leaders and the House team to plan group activities to engage a range of children from toddlers to teenagers (although aiming mainly at primary age children) to help them have a fun, enjoyable holiday.
- Are available to liaise with the Leader and House teams in advance of the appointment to prepare a programme of suitable activities.
- Are aware of their role as a responsible adult leading children and conduct themselves in line with guidance provided by HF Holidays.
- Are able to support all guests, where appropriate, from the start of the holiday to the finish, to help provide a great guest experience.
- Are ambassadors for HF Holidays acting in a professional manner at all times.
- Are great communicators and able to work closely and constructively with other leaders and HF Holidays' staff to solve any problems that arise.
- Are realistic, reliable and committed to each role undertaken with HF Holidays.
- Are able to act and manage activities in line with the HF Holidays' Health and Safety Policy, Child Protection Policy and Staff Handbook and keep up to date with all other relevant Policies via the Leader Intranet.
- Will undertake any necessary training required for the role.
- Are well organized, flexible and resourceful and share the values and ethos of HF Holidays.
- Will keep their point of contact informed about changes which may affect their role as an Activity Leader.
- Are over 18 and willing to undertake a telephone or face to face interview, provide two references and undertake an Enhanced DBS Check.