

Railway Land Wildlife Trust

Job Description: Holiday Club Assistant Leaders (x2)



Job title: Holiday Club Assistant Leader

Location: Linklater Pavilion, Railway Lane, Lewes BN7 2FG

Responsible to: Holiday Club Leader

Hours: 8.30am – 3.30pm on dates throughout 2022 below:

11th -12th April;

30th- 1st June;

25th-28th July;

1st-4th Aug;

8th-11th Aug;

24th-25th Oct

Pay: £90 per work day on a freelance basis

We are looking for applicants who can commit to as many of these dates as possible – please give details of availability on your application form.

BACKGROUND

Background to our Holiday Clubs

Our holiday clubs aim to encourage connection to nature by providing a wide range of exciting outdoor play based opportunities to participants aged 6-13 years old. Our clubs have gained in popularity, and are a firm favourite for many local children. We are keen to continue to offer activities that inspire nature connection, curiosity and teamwork, build skills, confidence and love of nature, and to cater for the wide ages and interests of participants.

Holiday clubs run in school holidays from Easter (2 days), May half term (3 days), for the first 3 weeks of the summer holidays (4 days each week), and October half term (2 days), and we are keen to put in place a small team of capable staff to deliver this program. It would be advantageous if the Holiday Club Assistant Leaders can commit to the majority of dates listed, however we are happy to consider sharing the roles between Assistant Leaders who are able to commit to full blocks of dates. Information about our clubs can be found on our website <https://www.railwaylandproject.org/holiday-club>

Background to Railway Land Wildlife Trust

The Railway Land Wildlife Trust aims to inspire environmental sustainability by bringing nature to the heart of Lewes. We do this through:

- Running the Linklater Pavilion as a community-based hub for the understanding of a sustainable environment
- Providing inclusive outdoor lifelong learning for the whole community
- Supporting the local authority in managing the Railway Land Local Nature Reserve

We run a programme of school visits for primary and secondary pupils, a mental health project, a volunteering programme, inclusive community events such as walks, talks and hands on learning events, holiday clubs and festivals, and projects that promote nature based solutions to climate change. All our work focuses on the benefits of engaging with the natural world and steps we can take to protect and enhance it. We have a small, friendly staff team and a large cohort of volunteers who support all aspects of our work.

For more information about our work, please visit our website www.railwaylandproject.org

HOLIDAY CLUB ASSISTANT LEADER

Main areas of responsibility

To support the Holiday Club Leader in the planning, delivery and evaluation of the holiday club on the days of work, including following all health and safety guidelines

Under guidance of the Holiday Club Leader, to deliver / co-deliver a range of fun outdoor activities that increase engagement with nature.

To help manage and maintain resources necessary for the sessions

To report any health and safety or safeguarding concerns to the Holiday Club Leader

PERSON SPECIFICATION

Qualifications

Level 2 Forest School Leader, environmental conservation qualification, play worker or similar, evidence of active steps towards qualification OR equivalent level of experience

First Aid at Work (3 day) or Outdoor First Aid (2 day) or similar (desirable)

Experience

Supporting or delivering engaging outdoor activities with children that focus on connecting with the natural world

Working in a natural environment and sharing knowledge of it with children and young people

Working in a team (essential), and with volunteers (desirable)

Identifying appropriate activities for particular ages and needs of a wide mix of children

Using green woodworking tools and delivering bush craft activities following best practice safety guidelines with children

Following H&S guidelines in the outdoor environment to ensure the safety of all

Knowledge

Knowledge of local natural habitats including wetlands, woodland, and meadow

Knowledge of a range of nature based outdoor games and activities that aid exploration and help inform about the natural world, including identification of basic plants and animals

Knowledge of value of play

Awareness of safeguarding guidelines

Skills and Attributes

Ability to work flexibly in response to group dynamic or weather conditions

Willingness to undertake relevant training, including safeguarding training

Confidence in basic IT communications including email, MS Word

Willingness to undertake an enhanced DBS (essential) DBS update service (desirable)

****Please indicate whether applying for Holiday Club Leader, Holiday Club Assistant, or both roles on application***

Please contact Milly Hawkins with any queries: education@railwaylandproject.org

Closing date for applications: 13th February 2022

Date for interview: 7th or 8th March 2022

Training Day: 28th March 2022