

Program Leader – Fixed Term Contract / 7th Jan – 31st May 2019

UC Camping Grantville Lodge is seeking an enthusiastic and experienced individual to take on a Full Time fixed term contract as Program Leader in 2019. The position requires facilitating a range of outdoor adventure activities including canoeing, high and low ropes courses and environmental education. You will need to demonstrate your knowledge, skills and experience in the delivery of outdoor recreational programs with diverse client groups. This role is a leadership role.

Minimum 'Certificate IV Outdoor Recreation' qualifications or equivalent for all/or some of these activities is essential. UC Camping is a child and youth safe organization committed to the protection of children and young people. All applicants will be carefully screened. Successful applicants will be required to have a police check and a current Working with Children Check.

Key accountabilities include:

- ❖ Help to create a positive and motivated staff team and culture across all areas of the site
- ❖ Liaise with teachers and group leaders & delivery of safety briefs to visiting groups
- ❖ Occasional on call duties and weekend work
- ❖ Set up and pack down of activity areas
- ❖ Manage the quality of program delivery
- ❖ Ensure all equipment is safe, maintained and all use is recorded
- ❖ Manage the Standard Operating Procedures and Risk Assessments for Outdoor activities
- ❖ Guide and instruct activities with a focus on safety, fun and professionalism
- ❖ Work with other staff to improve program delivery and design
- ❖ Recognize potential risks and emergency situations and coordinate responses where required.
- ❖ Provide assistance or support to other areas on site when needed

Essential Selection Criteria:

- ❖ Minimum Certificate IV in Outdoor Recreation or equivalent
- ❖ Significant experience delivering adventure based outdoor education
- ❖ Expertise in center based delivery
- ❖ Minimum current Senior First Aid and CPR
- ❖ Current working with children's check
- ❖ Qualifications (or equivalent experience) for the following activities:
 - o High Ropes, Low ropes, Flat water canoeing and Mountain Biking
 - o Initiatives and large group games

Accommodation available onsite

To apply, please send a covering letter with your CV, and the details of 2 professional referees, to:

ATT: Site Manager
GRANTVILLE LODGE
Po Box 47
Grantville 3984

e) grantville@uccamping.org.au

Or call Belinda Quick for further information and a copy of a Position Description p) 03 5678 8370
Applications close 5.00pm Monday 17th December 2018. Late applications will not be considered.