

*Merricks Lodge, located on Westernport Bay on the Mornington Peninsula, is recruiting for two full-time Program Coordinators for a 12-month contract with possibility for extension for the right applicant.*

### **About the role**

With significant growth throughout 2022, UC Camping Merricks Lodge is seeking two enthusiastic and experienced Program Coordinators.

The roles will involve a broad range of planning, leading, and facilitating sessions as well as being the primary point of contact for visiting groups. You will need to demonstrate your knowledge, skills, and experience in the delivery of outdoor recreational programs with diverse client groups.

Successful applicants must be able to work independently and cooperatively, and relate well to clients, staff, and outside providers.

Merricks consists of a close knit, motivated team with a strong focus on customer service.

### **About you**

The successful applicants will have experience in planning and delivering both centre based and journey programs.

### **Selection Criteria:**

- Three to five years' successful experience in a related role or similar scope.
- Able to train, mentor, coordinate and supervise staff at a lower level
- Current Senior/level 2 first aid certification
- Current working with children's check (or willingness to obtain)
- Qualifications (or equivalent experience) for the following activities:
  - High Ropes, Canoeing, Snorkeling
  - Initiatives and large group games
  - Journey programs

### **In Return we offer**

- Ongoing training & paid PD days
- Access to staff pro deals
- Competitive salary
- A fun and social team environment
- Primarily 9-5 work with very limited evening and overnight programs
- Work based on the Mornington Peninsular

Take this opportunity to join a fun, progressive team who take pride in delivering quality programs.

Remuneration is dependent on qualifications and experience.

Please send a covering letter with your CV and the details of three professional referees to:

[mattg@uccamping.org.au](mailto:mattg@uccamping.org.au)



## **Program Coordinator x2**

### **Merricks Lodge - UC Camping**



Uniting Church in Australia  
SYNOD OF VICTORIA AND TASMANIA

*UCA is an inclusive workplace that embraces diversity and equal opportunity in employment. We welcome applications from all candidates from culturally diverse backgrounds, First peoples and all others regardless of age, ethnicity, religion, disability and sexual orientation.*

Please contact Matt Gee, Site Manager for further information or a copy of the Position Description p) 5989 8422