

Activities Lead

Role Description

Outline	The Activities Lead is responsible for leading the team that delivers safe, fun activities at Tawd Vale Adventure Centre.
Responsible to	Centre Manager
Key Contacts	TVSG, Centre Manager, ACC Activities, Lead Duty Warden, Duty Wardens, other volunteers team leads, other volunteers, customers and contractors while at the centre.
Appointments process	<p>The Activity Lead is a Coordinator of the Tawd Vale Scout Active Support Unit in Merseyside Scouts and must follow the process outlined by The Scout Association and Merseyside Scouts.</p> <p>All volunteers at Tawd Vale must have a current DBS.</p> <p>The Scout Association training scheme is followed by volunteers at Tawd Vale.</p>
Main tasks	<ul style="list-style-type: none"> • To build a team of volunteers who are appropriately qualified to deliver high quality activities at Tawd Vale. • To occasionally monitor instructors ensuring safe activity delivery and sharing best practice. • To hold some relevant qualifications and deliver activity sessions at the centre. • To recommend additional courses and opportunities for instructors to gain qualifications to the Centre Manager. • To ensure all activities are safe to use by inspecting facilities and equipment or arranging a suitable expert to carry out such inspections. • To contribute to the writing and review of risk assessments and standard operating procedures for activities. • To regularly meet with the Centre Manager and other team leads.
Wider Tasks	<ul style="list-style-type: none"> • To contribute to the development of the centre, through making suggestions for improvements and new concepts. • To contribute to an evolving 'Jobs List' to be completed by working parties and duty wardens. • To be an active part of the wider volunteer team, supporting tasks as interest dictates.
Review Process	This role is subject to review every year by the Centre Manager.