

UK Latin Community

Job Description

Position Title: Assistant Monitor + Catering

Work Location: Lambeth, Greenwich, Southwark, Lewisham

Department: Hub Leader / Hub Leader Assistant / Central Office

Contract: Seasonal work available in school holidays (Easter, Summer, and Christmas).

Pay: Based on experience and qualifications

Aim of Role

As a camp assistant monitor you are a role model, friend, instructor, and hero to children aged from 5-12 years. Being responsible for supervising young children and ensuring their well-being and safety whilst they are enjoying the fun and rewarding experience Holiday Camp.

These duties will be performed while carrying out the UK Latin Community values of Caring, Honesty, Respect, and Responsibility.

Job description

As an assistant monitor you will be with your team most of the day running and supervising various parts of the day including meal times, sports activities, crafts, and projects. Also responsible for camp meal times. As catering staff, you are not responsible for the preparation of the food on camp.

However, the catering staff work is to ensure that all of eating areas are set up and ready before meal times, help serving the food and to make sure that during the meal each table of kids has enough food and drink, to make sure that kids with special dietary requirements are getting the correct meals, and then to tidy up after meal times.

Job Responsibilities

- The Sports Sessions: Assistant Monitors may either help monitors in running these events or may at times be individually responsible for a group of children.
- These jobs may include litter picks, posting or taking down signs, helping with camp setup or rearranging of materials, orientating parents, and children, or helping with the final tidy up and maintenance/cleaning jobs.

Catering Responsibilities:

- To ensure that eating areas are set up, tidy and ready for meal times beforehand.
- To ensure that children have everything they need during meal times.
- Responsible for ensuring that eating areas are kept neat and tidy.
- Help serving children and staff meals.
- Help to warm up any meals.
- Safe handling of food

Role Requirements

WHAT WE'RE LOOKING FOR IN YOU!

- Preferred experience of working with children in previous employment
- Preferred holiday camp experience, but not essential.
- Preferred background in sports or activities.
- Applicants with special: Arts and Crafts, Music or Sporting qualifications will be looked upon favourably.
- A positive attitude and ability to put yourself in other's shoes, in order to work effectively as a key part of a large diverse team.
- Adaptability and ability to think on the spot in what can be at times a highly unpredictable and spontaneous environment.

Application Process

- Complete application and confidentiality statement
- Interview with Volunteer Coordinator
- Due to the nature of this role, is subject to a DBS check.
- Provide two references.
- Provide copies of any relevant certificates
- Attend mandatory training.

Please complete the application form and send it by email to **admin@uklatincommunity.org** with the title of the position for which you are applying in the subject line.