

JOB DESCRIPTION: ACTIVITIES INSTRUCTOR

JOB TITLE:	Activities Instructor
LINE MANAGER:	Activities Manager
LOCATION:	Lendrick Muir
CONTRACT TERM:	Full time - 37.5 hrs per week

OVERVIEW/PURPOSE:

We are Christians, passionate about helping the children and young people of Scotland to explore the Bible and respond to the significance of Jesus. All our work is shaped by our God given vision and values. We are committed to developing Christians who are equipped to use their God given gifts to serve in enabling us to realise SU Scotland's aims.

In this post that will be through:

- Working as part of the staff team, to assist the Activities Manager in the delivery of activities
- Playing a full part in the delivery of school residential experiences
- Being involved in the development of the range of activities being offered by the centre.

TASKS AND RESPONSIBILITIES:

Your main duties and responsibilities are to participate fully in the life and witness of SU Scotland and through being one of the senior members of the Lendrick Muir team, demonstrating in the way you go about your tasks a dependence on God.

As a practising Christian, to demonstrate commitment to the SU Scotland ethos, modelling Christian lifestyle, values and work practices to staff and volunteers alike. Full participation in the life and ministry of SU Scotland will include:

- To attend and take an active part in staff meetings and corporate Staff Prayer, to hear of SU's work and to spend time in prayer and worship together.
- To lead or participate in spiritual sessions of prayer and biblical reflection within the Team /Group
- Involvement at the annual staff residential conference and other staff days as they arise.

Centre:

1. To support the Activities Manager in delivery and development of the activities offered by the centre, including:
 - Leading and Instructing Activities
 - Maintenance of activities equipment and infrastructure
 - Assisting the Activities Manager with the training of the Trainee Activities Instructors; both on-site activities and working towards NGBs
 - Supervision of the Activities Team as delegated by the Activities Manager
2. Provide activities for School Residential Experiences (thereby supporting the Schools Programme) through:
 - Leading activity sessions and group work
 - Involvement in the evening programme of activities
 - Input to educational content for schools, taking into account the curriculum
 - Flexibility to work across departments as needs arise.
3. To participate fully in the life and ministry of the Centre. This will include:
 - Attendance at daily morning prayer meeting
 - Modelling a Christian lifestyle, values and work practices
 - Demonstrate commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.

Support raising:

Each member of the SU Scotland staff team is involved in support raising and contributing our current strategy focus of “grow the team”. Support Development staff will resource you for this task and your line manager will agree an action with you that reflects the nature of your role. Time is set aside as part of the working week for these tasks. Action plans may include:

- personal approaches to potential donors and prayer supporters to invite them to partner in your ministry
- regularly updating your action plan and keep a track of tasks undertaken
- regular communication with existing prayer and financial supporters to ensure they are well-informed and their contribution appreciated
- being aware of volunteering opportunities and promoting these as appropriate

Spiritual Leadership:

- Demonstrate continual reliance on God through active participation and or leadership of prayer and Bible teaching as required and consistently demonstrate Christ-likeness in attitude towards others and behaviour at work.

In common with all SU Scotland staff members:

- Further the aims and activities of Scripture Union Scotland
- Undertaking professional development through active participation in annual work appraisals, supervision and internal or external training as required or individually identified.
- Taking part in other Scripture Union activities where appropriate.
- Demonstrating commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.

Within the wider SU Holidays programme:

- To undertake activity instruction at other centres and venues used as part of the SU Holidays programme.
- To be flexible in assisting other staff and volunteers, where necessary, which may sometimes include duties different from and additional to those mentioned above, as may be determined by the Activities Manager.

NOTES

The work rota for this post includes a mixture of weekend working and evenings.

Occupational Requirement

For this post, it is important that you are committed to SU Scotland's ethos, working principles and vision and are able to demonstrate this through your commitment and motivation. It is also an Occupational Requirement (Equality Act - part 1, schedule 9), that the post-holder is a committed Christian.

Appointment will be subject to a satisfactory PVG Scheme Disclosure.

The above list is intended to give an indication of the range of duties for the role. Other tasks/responsibilities, appropriate to the remit, will be expected as required.