ESSEX BOYS & GIRLS CLUBS
MAES Y LADE CENTRE
Tregoyd, Brecon, Powys, LD3 0SS 01497 847236

Maes y Lade Centre - Deputy Centre Manager

Salary £25,000 per annum
Holiday 25 Working days

Contract: Initially One Year fixed term.

Hours per week: 40 will include some evenings and weekends.

Essex Boys and Girls Clubs Maes y Lade Centre is looking to recruit a deputy centre manager to join our team based in the Black Mountains in the stunning Brecon Beacons National Park.

We offer a variety of activities from our residential centre including Paddle sports, Climbing, Caving, Mountain Biking and Hill Walking. We primarily work with young people from Essex and London but are also open to other groups as well.

We are looking for a dynamic, enthusiastic individual who can work effectively with a wide range of different groups from a variety of backgrounds.

Ideally as a minimum you will hold Summer ML, SPA, BC Level 3 Coach or 4 Star leadership Award, Local Cave Leader and have a D1 + E on your driving license. Higher qualifications in any of these areas or other interests relevant to outdoor education would be advantageous.

The successful candidate for this role will be subject to a Disclosure and Barring Service (DBS) Check along with other previous employment checks.

Closing Date: 9th February 2017

Interviews: 21st February 2017

Start Date: 13th March 2017

For a full job description please email davidh@essexboysandgirlsclubs.org For an informal discussion about the role please contact David Hassard (Centre Manager) on 07813 688318.

To apply please send your CV with a covering letter telling us why you are the most suitable person for the job to davidh@essexboysandgirlsclubs.org

JOB DESCRIPTION: Maes y Lade - Deputy Centre Manager

About the Role

The primary responsibility of the role will be to support the Centre Manager to deliver high quality residential and outdoor activities for attending young people and group leaders.

Job Specification

- ☐ To work alongside the Centre Manager on all aspects of planning, management and delivery of the Outdoor Activity Program for Maes y Lade and wider EBGC Outdoor programme.
- ☐ To build effective working relationships with visiting staff and young people.
- ☐ To build effective working relationships and plan development programmes for the trainee instructors
- ☐ Management of the kit, kit store and regular kit checks as required.
- ☐ To be involved with the development of centre and maintenance as and when required.
- ☐ Support catering team when you are on duty as and when required.
- ☐ To play active role in getting the centre ready post and prior to groups stay.
- ☐ To be on call as and when required.
- ☐ To adhere to the guidelines as outlined in the EBGC Staff handbook.
- ☐ To undertake training as and when required.
- ☐ To work at other centres within the EBGC network as and when required.
- ☐ To keep appropriate records in line with monitoring requirements

Person Specification

- Experience of working with young people in the outdoors and residential settings.
- Positive disposition and able to work effectively as part of a team.
- Self-motivated, able to develop ideas from planning stage and bring them into fruition.
- Able to work independently and organise own workload, as well as directing others.
- A good communicator both written and verbally and able to communicate with a broad range of people.
- Commitment to a flexible working pattern including evenings, weekends and occasional bank holidays.

About the Employer

Essex Boys & Girls Clubs is the premium charity for the delivery of youth services in Essex and nearby London boroughs. Our aim is for every young person in our region to have the opportunity to fulfil their potential.
Essex Boys and Girls Clubs was founded in 1939 and is a registered charity providing a variety of activities, training, opportunities and support for over 120 member clubs and the young people that attend them.
The organisation's main office is in Chelmsford. Facilities include Stubbers Adventure Centre in Upminster, Maes y Lade Centre in the Brecon Beacons (Wales), and High Row Centre in the Lake District (Cumbria) which are used to deliver many of the programmes. EBGC also delivers project work in schools and to groups of young people outside of the club network when applicable.

Our Mission is to provide a high quality service to our affiliated clubs, their membership and other users of our services, with excellent activity opportunities for the diverse community. We aim to create opportunities for young people to realise their potential.

Our Vision is to raise the levels of participation by young people in our activities and to offer an attractive, safe, welcoming and encouraging environment for young people to achieve their own personal aims.

Equal Opportunities
Essex Boys and Girls Clubs is committed to a comprehensive policy of equal opportunities in employment in which individuals are selected, trained, appraised, promoted and otherwise treated on the basis of their relevant merits and abilities and are given equal opportunities within the organisation. No job applicant, employee, client, or young person will receive less favourable treatment on the grounds of race, colour, nationality, ethnic or national origins, gender, marital status, sexuality, pregnancy and maternity, gender reassignment, disability, religion, political belief, socio-economic background, parental status, age or club membership. The organisation is committed to a programme of action to ensure that this policy be fully effective.