

JOB DESCRIPTION – CAMPSITE WARDEN – THE QUARRIES

Responsible to :	The District Trustee Board
Responsible for :	All volunteers working on the site
Main contacts :	Manager – The Quarries Scout Active Support Unit, DC, DDCs, DYC, District Chair, GSLs, DESC, DNC Adults working in sections Assistant District Commissioners (Sections)
External :	Youth Organisations and other bodies
Appointment	To understand and accept the policies of the Scout Association:
Requirements :	The completion of any ongoing learning relevant to the role Not hold any other Primary role in Scouting
Main task :	To support the DC in managing the growth and development of Scouting in the District through the management of the District campsite in order to deliver primarily to Scout Groups and Units but also to other youth organisations a rewarding outdoor experience in accordance with the Scout Association guidelines.
Activity :	To support the growth and development of the District by ensuring the site is able to support the programmes across all sections. Manage the site volunteers with the SAS (Quarries) Manager Have a working knowledge of the booking process. Ensure that the buildings and campsites are maintained to an appropriate standard. Ensure tools and equipment on site are maintained and are safe to use and that there is a regular plan of safety checks that are carried out as appropriate. Ensure the septic tank is pumped out as required Work with others to Review and update the Health and Safety Police, Risk Assessments yearly or as and when required to do so.

Ensure that all projects are costed and submitted to the District Executive for approval.

Have at least 10 years in a leadership role

Overseeing cleaning of the buildings on site

With the ADC (Activities) ensure that all activity equipment and activities are fit for purpose.

Be responsible for the security of the site

Any other tasks required for the role.

PERSON SPECIFICATION

Excellent time management

Practical hands on approach to be able to deal with tasks

Competent IT skills

First Aid qualification in accordance with the role