

LIFEbeat Summer Camp Volunteer Roles and Responsibilities

Overview

Reports to:	Camp Manager/Programme Leads
Location:	LIFEbeat Summer Camp
Purpose of the Role:	Support Camp Manager and Programme Leads to ensure the successful implementation of a LIFEbeat Summer camp residential programme and to mentor the young people
Requirements:	Attended a LIFEbeat Creative Practice Training
Remuneration:	Reasonable travel expenses (to be agreed in advance with LIFEbeat core team). Accommodation and board during camp

General Expected Outcomes of the Role

- Bring your creative self to camp!
- Support the smooth running of the camp and ensure that it adheres to the camp programme delivery aims, safeguarding and Health & Safety guidelines
- Participate in the programme fully and maintain the professional face of the programme
- Maintain confidentiality of sensitive information regarding young people and staff at camp, adhering to Safeguarding reporting procedures
- Lead or co-lead workshops if you have a particular area of expertise
- Mentor the youth (along with the rest of the staff team).
- Support all aspects of maintaining a safe, creative community and participate in whole group activities.
- Support the camp logistics and operations, including reporting any problems that arise.
- Be part of a Family Group
- Have fun!

General Responsibilities of Camp Staff

Pre-Camps:

- Attend appropriate training and briefing sessions
- Support setting up camp site, equipment and resources
- Understand your roles and tasks on staff rotas
- Attend the camp training weekend and additional days/modules where appropriate
- Brainstorm workshop ideas and be willing to collaborate with other staff - get the creative juices flowing
- Plan workshops and free time activities and all resources needed

During Camps:

i. Safeguarding

- Attend every morning staff meeting (unless on assigned family group duties)
- Support the Leadership Team to ensure the health and wellbeing of all staff and young people and overall flow of the camp
- Adhere to the LIFEbeat Safeguarding and Health & Safety policies and procedures at all times
- Support the Emergency Management Procedures where necessary
- Be willing to have an enriching experience whilst ensuring personal and professional boundaries are upheld in order to prioritise the welfare of the youth

ii. Camp Management

- Support meet and greet of youth off the bus at the start of camp and back onto the bus at the end of camp
- Undertake rota'd share of camp support roles (night duty, free time duty,)
- Support family group on clean up, cooking duties as assigned
- Support the secure storage facilities for youth's property
- Support other staff in their workshop and evening activity offerings
- Contribute to and support free time activities
- Support staff and young people in facilitating an unplugged culture at camp
- Support the young people to set up their activities and workshops

iii. Youth and Programme

- Act as daily hands on mentor to participating youth
- Actively participate in programme attending every morning plenary and evening activity
- Actively support the staff and young people in your Family Group mentoring them through morning plenaries and family group check ins.
- Ensure that your Family Group members are present during whole group activities sessions and Family Group
- Be willing to develop and lead/co-lead workshops with other members of staff where required and ensure all risk assessments and resources are in place according to LIFEbeat health and safety policies and procedures

Post Camps:

- Support the debrief and evaluation
- Support the follow up of any youth disclosures where appropriate
- Support the breakdown of camp and storage of equipment and resources

Camp Recruitment

At each camp, LIFEbeat aims to create a diverse and creative mix of talents, leadership, experience and skills within each staff team. Paid and experienced staff members hold responsibilities for supporting and mentoring new staff members. This ensures that skills are cascaded, and a community of care is modelled throughout. All members of camp staff are invited to submit proposals for workshops and activities, whilst ensuring the overall Health and Safety of the young people attending the camps. In order to grow the LIFEbeat community and give people the best opportunities to develop personally and professionally, LIFEbeat is committed to nurturing staff members (paid and volunteer roles) through leadership opportunities, mentoring and feedback processes.