

Junior Summer Centre Monitor basic terms and conditions


POST TITLE	Monitor for IH Galway (RESIDENTIAL).
SALARY	€275-350 gross per week, plus room and board (subject to tax and social welfare payments and including holiday pay)
CONTRACT	June 25-August 20 2015
REPORTING TO	Mary Grennan
PURPOSE OF JOB	To ensure the effective and efficient operation of the activities programme on the summer programme for teens at IH Galway summer centre, National University of Ireland, Galway

Job description

Main duties:

The following duties provide a general outline only and may need to be revised in order to meet the changing needs of the service.

- Organisation and running of afternoon sports, activities and visits
- Organisation and running of evening activities
- Accompanying students on half day and full day excursions
- Liaising with parents, group leaders and agents to ensure effective communication and high levels of client satisfaction
- Helping ensure that the student experience from arrival through to departure is a positive one
- Supervision, support and discipline of students
- Acting upon feedback and complaints as appropriate
- Acting according to IH policies and procedures

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- Providing IH Galway with written feedback on this at the end of the summer
 - Dealing with student issues and emergencies as and when they arise
 - Safeguarding the welfare of children and young persons you are responsible for /come into contact with

Person specification

EDUCATION

Essential

- Degree or part of degree completed
- Some training in areas of sport/art/crafts

EXPERIENCE

Essential

- Working with young people
- Organisation and running of sports

Desirable

- Worked at a YL Centre
- Worked in a residential environment

PERSONAL QUALITIES/SKILLS

Essential

- Strong organisational skills
- Communication skills
- Interpersonal skills
- Ability to multi task
- Ability to work under pressure
- IT Literate

Please note that if you are successful at the interview stage all offers are subject to two references and Police Check