



Tira Ora Adventure Holidays

Job Description

Title:	<u>Camp Leader</u>
Organisation:	Tira Ora Adventure Holidays
Location:	Tira Ora Lodge, North West Bay, Pelorus Sound, Marlborough, New Zealand
Hours of employment:	9am Monday, 22 September 2003 – 2:30pm Friday, 26 September 2003.
Background:	Tira Ora Adventure Holidays was established in 2002, and became an incorporated charitable trust in May 2003. Our main objective is to care for children through organised programmes that are adventurous, educational, and safe. We achieve this by organising and running school holiday camps for 8 – 13 year olds every school holiday.

Key Responsibilities:

- Take children to the activities that have been organised for them, at the time they have been organised.
- Ensure that the group of children in your care are within your sight and sound at all times.
- Maintain the security of the campsite and any other area where children are present.
- Uphold all standards of a staff member as stated in the policies and procedures manual.
- Keep all camp areas clean and safe.
- Perform duties assigned by the programme coordinators.
- Fill in for other staff as needed.
- Set-up for camp activities.
- Ensure all equipment is back in its designated area, after use.
- Be rostered for night supervision duty by sleeping in the children's accommodation facility.
- Participate in activities with enthusiasm.

Tira Ora Adventure Holidays
Tira Ora Lodge
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Havelock, 7154
Marlborough
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Please contact the above address for an application form.

Applications close 5pm, Tuesday 22 August 2003.