

Summer Holiday Activity Leader – Job Description

Derbyshire Children’s Holiday Centre, Skegness

Responsible to: Centre Manager

Location: Derbyshire Children’s Holiday Centre, 1 Scarborough Avenue, Skegness

Hours: 40 hours per week (primarily Monday–Friday), with some evening duties

Contract: Fixed-term seasonal contract (summer programme)

Salary: £11 to £14 depending on experience



Derbyshire Children’s Holiday Centre

Giving the Children of
Derbyshire a Break

Purpose of the Role

To help deliver safe, enjoyable and life-enhancing residential holidays for children aged approximately 7–11 years at Derbyshire Children’s Holiday Centre.

Activity Leaders support the delivery of the daily activity programme, promote children’s wellbeing, and help ensure the centre runs smoothly before, during and after each group stay.

All work should reflect the charity’s core values of being Caring, Aspiring, Passionate, Encouraging and Inclusive.

Key Responsibilities

1. Activity Delivery

- Lead and support a wide range of activities including beach games, sports, team games, arts and crafts, walks and local attractions.
- Deliver engaging, inclusive sessions that enable every child to participate and feel successful.
- Prepare equipment and activity spaces safely and effectively.
- Adapt activities to suit weather conditions and the needs of different children.
- Support beach visits and water-edge play, ensuring children are supervised safely.

2. Child Support & Wellbeing

Demonstrate a caring, encouraging and inclusive approach by:

- Building positive and supportive relationships with children.
 - Promoting teamwork, confidence and resilience.
 - Supporting children with everyday routines such as mealtimes, activity transitions and personal organisation.
 - Supporting elements of the 5 Days to Thrive social and emotional development programme.
 - Celebrating achievements and encouraging children to try new experiences.
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3. Safeguarding & Safety

- Maintain a safe, supportive and well-supervised environment at all times.
 - Follow all safeguarding procedures and report concerns immediately to the Designated Safeguarding Lead (Centre Manager).
 - Carry out dynamic risk assessments during activities and outings.
 - Supervise children on off-site trips and ensure appropriate safety procedures and ratios are maintained.
 - Model positive behaviour and uphold professional boundaries at all times.
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4. Teamwork & Communication

- Work collaboratively with the Centre Manager, other seasonal staff and volunteers.
 - Attend staff briefings, handovers and daily debriefs.
 - Share observations relating to children's wellbeing and engagement.
 - Contribute to a supportive team culture that reflects the charity's values.
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5. Centre Support & Housekeeping

- Assist with cleaning and housekeeping duties before groups arrive and after departures (for example making beds, tidying communal areas and cleaning activity spaces).
 - Support mealtimes, including serving food and supervising tables.
 - Help maintain tidy, welcoming and child-friendly spaces throughout each stay.
 - Contribute to creating an environment where children feel safe, relaxed and valued.
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Essential Requirements

- Experience working with children or young people (volunteering or informal experience also welcomed).
 - Ability to lead fun, engaging and inclusive activities.
 - Warm, caring and enthusiastic approach with children.
 - Good communication and teamwork skills.
 - Confident swimmer (due to beach activities).
 - Commitment to safeguarding, equality and maintaining professional boundaries.
 - Willingness to assist with housekeeping and centre operations.
 - Reliable, punctual and responsible.
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Desirable Requirements

- Experience of residential, school, youth or holiday settings.
 - First Aid qualification (or willingness to undertake training).
 - Skills or interests in sports, arts and crafts, drama, music, storytelling or outdoor play.
 - Understanding of emotionally aware or trauma-informed approaches to working with children.
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Safeguarding Statement

Derbyshire Children's Holiday Centre is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

All appointments are subject to:

- Enhanced DBS check
- Satisfactory references
- Completion of safeguarding training

Our Values

At Derbyshire Children's Holiday Centre we expect all staff to demonstrate our core values:

Caring – putting children's wellbeing first

Aspiring – helping children see their potential and aim high

Passionate – delivering memorable, joyful holidays

Encouraging – lifting children up and supporting their progress

Inclusive – ensuring every child feels they belong