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**Job Information Pack  
Daycamps and  
Community Activator**

**THANK YOU  
FOR YOUR INTEREST IN YMCA DULVERTON GROUP**

It is a pleasure to know that you are interested in working with us. Please find enclosed further information about this position, which I hope you find helpful.

YMCA Dulverton Group is one of the largest providers of youth support services in Somerset and Devon and a part of the wider YMCA movement which operates internationally in 119 countries to form the largest and oldest youth charity in the world.

We are a local community charity. We deliver life changing services to over 10,000 children, young people and families across Somerset and Devon every year. Our work covers a wide range of areas including; accommodation, housing advice, childcare, health advice, youth clubs, volunteering and alternative education.

Based on a social enterprise model, all the income we generate goes back into funding our local community projects and initiatives.

Last year in Somerset we provided over 32,000 safe nights of accommodation for vulnerable people and over 40 training opportunities for young people. Having undergone huge expansion this is an exciting time to join our staff community.

Our vision is 'to be a leader in transforming communities so that all children, young people and families can truly belong, contribute and thrive.'

We are continuing to grow and are looking for dedicated and conscientious individuals who can thrive in a fast paced, ever evolving environment.

If the opportunity to help us develop and evolve our business is something that you feel you would like to be part of then we want to hear from you. You will be joining a great team of determined staff in a fast moving organisation.

Please take time to read through this job pack, take a look at our website and read through the job description and person specification to see how you would meet with our needs.

We hope to hear from you soon.

A handwritten signature in black ink, appearing to read 'M. Hodgson', is positioned above the printed name.

Martin Hodgson  
Chief Executive Officer

## Our values

The post holder will be expected to operate in line with our organisational values which are;

- **Value the Individual** – Respect others, ourselves and the people we work with in all that we do
- **Giving of our best** – Showing commitment in our work and to enable young people
- **Caring Deeply** – Have a passion for the work we carry out
- **Providing Creative Solutions** – Show innovation in the approaches we take in supporting young people
- **Communicate authentically and truthfully** – Show openness in our dealings and approaches to people

**Title:** Daycamps and Community Activator

**Reports to:** Executive Director of Operations

## **Background**

YMCA Dulverton Group is recruiting a passionate and driven Daycamps & Community Activator to take the lead in delivering and growing our exciting Daycamps and community programmes.

## **Purpose**

Our Daycamps are all about adventure, discovery and fun. Designed for primary school children, they combine outdoor activities, multisports and games to create unforgettable experiences. From building confidence in the outdoors to forming lifelong friendships, our programmes celebrate exploration, wellbeing and personal growth.

This is not your average role. It's a dynamic blend of planning, leadership and hands-on delivery. During school holidays, you'll be at the heart of our Daycamps—bringing energy, organisation and enthusiasm to every day. In term time, you'll help shape what comes next: planning future camps, delivering community sessions, running team-building events, hosting birthday celebrations and engaging with local schools.

We're looking for someone who thrives on variety, loves working with people and enjoys both the big-picture thinking and the day-to-day action.

YMCA Dulverton Group is proud to be an **Outstanding childcare provider**, and we're always striving to go further. This is your chance to play a key role in shaping a growing programme, bringing fresh ideas and making a lasting difference in young people's lives.

## **Main responsibilities**

### **Operations**

- Leading the daily delivery of our Daycamps programme, ensuring every child has a safe, engaging and fun experience
- Creating a positive, energetic environment for both young people and staff
- Planning and developing future programmes, events and community activities
- Managing and supporting a team of temporary staff, bringing out their best
- Acting as a key point of contact for parents and partners—from booking through to pick-up
- Proactively resolving issues and ensuring a smooth, high-quality experience for all
- Overseeing operations in line with safeguarding, health and safety, and organisational policies
- Supporting the promotion and growth of Daycamps and related activities

### **General**

- Work across the organisation to build a learning culture and positive working environment.
- To maintain and demonstrate a commitment to YMCA Dulverton Group's Vision, Values and strategic aims and objectives and ensure all activities reflect the values of YMCA Dulverton Group.
- Managing a budget ensuring that value for money is achieved in all circumstances through the monitoring and control of expenditure and the early identification of any financial irregularity.
- Managing health and safety issues in your area of responsibility in line with the relevant section(s) of the Health and Safety Policy.
- Complying with YMCA Dulverton Group's GDPR, confidentiality and information security policies at all times.

Any other duties consistent with the responsibilities of the post at the request of the Chief Executive or representative.

## **Person Specification**

### **Qualifications and Experience**

- Proven experience in a management role
- Experience working with children and young people

### **Knowledge, Skills, Abilities**

- Excellent communication and customer service skills
- Competence using Microsoft Teams and Office tools
- A proactive approach and the ability to think on your feet
- Strong organisational skills

### **Personal Qualities**

- Commitment to YMCA Dulverton Group's Values.
- You're a confident leader with a genuine passion for working with young people.
- The confidence to engage with parents, schools and professionals
- Strong organisational and time management abilities
- You bring energy, initiative and a "can-do" attitude

### **Other requirements**

- Minibus (D1) licence (or willingness to obtain)
- Enhanced DBS
- Experience as an Outdoor Activity Instructor or similar is desirable

## **Main terms of employment**

- Salary:** £32,708 per annum, dependent on experience.
- Location:** Yew Trees, Axbridge. Travel will be required across North Somerset and Sedgemoor.
- Hours:** 37 per week on average, it is anticipated that this will increase during School Holidays with TOIL available to be taken during Term Time.
- Flexible working:** We provide flexible working arrangements to support team productivity and stability. This may include changed working patterns and working from home on occasions.
- Holidays:** 5.6 weeks per year, plus bank holidays. Due to the nature of the role, annual leave is not typically permitted during school holidays, except in exceptional circumstances.
- Pension:** On completion of a six-month probation period, YMCA Dulverton Group will make a contribution of 3% of salary.
- Benefits:** Health and wellbeing of our staff is important to us. We offer regular training opportunities and a comprehensive benefits package. Including gym membership at a choice of locations, 10 days of free school holiday childcare, discounted childcare for 0-5's and a 1-night hotel stay at our locations.