JOB DESCRIPTION

|  |
| --- |
| Job Title: Mojo Active Activity Apprentice |
| Department: Outdoor Activities  |
| Date: January 2019 |

Position Overview

The Activity Centre Apprentice is a 15-month development role within the Mojo Active team, working in partnership with The Coach Core Programme. The Apprentice will be expected to undertake an apprenticeship programme of on- and off- the job training and gain experience as an Activity Instructor.

Training will consist of:

* How to run safe and effective activity sessions
* Understanding and relating to the different demographic groups coming to Mojo Active
* Skills required to become an Activity Instructor
* Additional courses provided by the Coach Core Programme, working towards the NVQ L2 Activator Coach qualification

The role requires a good understanding of people and emotional intelligence in order to work with a wide range of clients. The clients can range from vulnerable children and teenagers to highly motivated professional individuals.

A large part of the role will be working very closely with and assisting the center manager with their daily tasks ensuring the efficiency and professional nature continues seamlessly throughout the working week. The Apprentice will be assisting in the preparation of activities, site maintenance and cleaning, and assisting in session delivery. They will also gain exposure to how the business is run, to include marketing/sales, administration, and business management.

The Apprentice will become a confident member of the Mojo Active Instructor team, appreciating the trust that is put in them and the development provided. Through observation and coaching, the Apprentice will have ample opportunities to build their skill base and excel as an individual.

This is an exciting opportunity to join a highly dynamic, positive team who are growing and developing fast. Mojo Active is a successful company, growing steadily in size with a hunger for success and a passion for professionalism, safety and learning outdoors.

Core Job Functions

* Assisting in the delivery and of all Mojo Active’s activity programs
* Safe guarding of all children and vulnerable clients
* Assisting the Operations Direction in task delivery
* Providing excellent customer service at all times

The above list of core job functions is not exclusive or exhaustive and the Apprentice will be required to undertake such tasks as may reasonably be expected within the scope of the post.

Person Requirements

Essential

* Committed to a career as an outdoor activity instructor
* Desire to learn and grow, taking on feedback and implementing
* A high level of attention to detail and communication skills, especially orally, with a first-class work ethic
* Flexible, diligent, loyal and trust worthy
* Ability to manage day-to-day tasks in a confident, positive and professional manner
* Good organisational skills with the ability to prioritise
* Ability to teach and develop groups of learners from broad, diverse backgrounds
* Ability to work positively in arduous conditions (outdoors in inclement weather)
* Flexible, outgoing, fun loving personality

Desirable

* Experience working with children and adults