

# The National Scout Centres Internship



## The MJS Scholarship Role Description 2019

Locations: In three National Scout Centres across Ireland...

**Castle Saunderson** is located on the border between the Republic of Ireland and Northern Ireland, nestled within the Marble Arch Caves Geo Park. This newly built centre is surrounded by Woodlands, Lakes and Rivers. Contained on the 34 acre site is separate camping areas capable of having over 1,000 campers on site at any one time and a 63 bed hostel & conference centre.

**Larch Hill** is the home of Scouting in Ireland, this international scout centre is situated on the edge of the Dublin / Wicklow Mountains in a picturesque valley between Kilmashogue and Tibbradden mountains and only 11 kilometers from the centre of Dublin. It comprises of a 35 hectares estate with a campsite, a 26 bed lodge, a 56 bed hostel & Conference Centre, a tented village and an all-weather shelter which are surrounded by the natural amenities of a mature estate which has been serving scouting for over 80 years.

**Mount Melleray** Scout Centre lies high in the Knockmealdown Mountain range, 7km from Cappoquin, Co. Waterford. This former boarding school, in the ground of the Melleray Monastery has extensive indoor accommodation capacity, sleeping over 300 persons and an adjacent campsite. The Centre offers a wide range of activities and is ideally located with hills and mountain at our back door, along with glens, rivers and forests nearby.

Duration: Variable starting at 4 weeks

Reporting to: Centre Manager

## **Internship Objectives**

The objectives of our internship programme are:

- To develop our staff through the Scouting Method
- To gain valuable work experience and life skills such as leadership
- Sharing the International friendship that Scouting offers
- Supporting Scouting Ireland by helping Centres operate effectively

## **Why Take Part in Our Programme?**

- Food and accommodation will be provided
- A once in a lifetime experience
- Valuable individual learning and development opportunities
- Activity Instructor training provided where applicable
- A living allowance will be provided of €250 - €300 per month
- Laundry facilities, linen and staff uniform is provided
- An opportunity to develop lifelong friendships
- An opportunity to work in a fast moving exciting environment
- Support from full-time staff in planning and delivering personal projects
- Regular staff social activities
- Flexible rota and leave
- Opportunities to explore Ireland

## **Key Tasks and Responsibilities**

### **Programme Delivery**

- To take a role in programme delivery, hospitality and project delivery.
- To assist in the training of Staff / Volunteers in delivery of Centre led programme.
- To ensure guests are provided with all relevant programme information during their stay.
- To work closely with the existing volunteer structures.
- To lead and co-ordinate the day to day running of programme,
- To deliver programme and activities in a safe manner.

### **Administration**

- To deal with correspondence relating to special events.
- To assist the Volunteer Staff with Administration / Staff planning duties.

### **Operational Duties**

- To assist the Centre Manager in the planning and implementation of projects.
- To assist the Centre Team in the promotion of the facility.
- Assisting with housekeeping and outdoor general site maintenance duties.
- Any other duties which may arise from time to time.

Competency	Essential	Desirable
Qualifications	At least 18 years old Completed at a minimum Secondary Level Education	Full clean driving licence First Aid Qualifications
Experience	Working with young people Team work Passion for the outdoors	Supervision of others Camping and outdoor skills Activities instruction Customer service
ICT Skills	Knowledge of common IT software	Graphic Design Social Media Marketing
Communication Skills	Strong interpersonal communications Patient, polite and friendly attitude	
Language		High level of written and spoken English
Attitude	Emotional maturity Help maintain a positive working environment with others Positive and proactive approach to tasks	
Abilities	Flexible and adaptable Ensure a high standard of customer service Be able to work irregular shifts from time to time Willing to learn on the job	
Eligibility	Current Membership of a National Scouting or Guide Organisation recognized by WOSM or WAGGS	



## **Application**

Applications are now open, the closing date for applications is **Friday 15th February 2019**.

Application will include submission of your CV and a completed application form to the email address below.

Apply now by requesting an application form from [natcentres@scouts.ie](mailto:natcentres@scouts.ie)

## **Any other questions?**

Contact us at [natcentres@scouts.ie](mailto:natcentres@scouts.ie)