

1

## The Job

<b>Title</b>	Party/Camp Host
<b>Department</b>	Reception
<b>Type of Contract</b>	Part Time
<b>Reporting to</b>	Senior Manager
<b>Location</b>	LeisureWorld Bishopstown
<b>Salary</b>	€10.25 per hour

### Purpose of Role

This role will primarily involve working as a Party/Camp Host.

To organise and supervise Party & Camp groups to a consistently high standard under the LeisureWorld training programme and Child Protection Policy, while ensuring the children have a fun time in a safe environment

2

## The Company

LeisureWorld is an Irish owned company founded in 1997 with the purpose of operating and managing local authority leisure centres throughout Cork City.

We operate three leisure centres at Bishopstown, Churchfield, Douglas, one golf course at Mahon and one arts & heritage visitor centre at St Peter's Church in Cork City. We provide fully equipped gyms, excellent pool facilities, fitness studios and all-weather pitches. Our golf facility is located in a picturesque location with exceptional putting greens. St Peters Church dates back to the 12<sup>th</sup> century and now serves as a multidisciplinary arts centre on one of the city's oldest buildings on the city's most historic streets. Our centres are the perfect place for a family day out; to keep fit; to meet new friends; or just to relax and unwind. We aim to make a positive impact on individuals, the communities in which they live and the city as a whole.

Employee benefits:

- Family Membership for you and your families
- Reduced golf fees at Mahon Golf Course
- 20% Discount on Café Food in LeisureWorld Bishopstown
- 50% Discount on Tea/Coffee in LeisureWorld Bishopstown
- 50% Discount on Kids Camps
- 50% Discount on Kids Swimming Lessons
- Pitch Bookings are Free off Peak / Free Peak if not in use by Customer
- Birthday Parties #10 children €50 / # 10 plus €100 - *To be booked with Snr Manger of your site due to our limited availability resource wise.*
- Career promotions – opportunities to be promoted within the company

- Development courses to aid career progression
- Save money with our cycle to work scheme and plan for your future with access to the companies PRSA Pension scheme
- Health & Wellness Policy
- Multi-site & flexible work environment
- Free Parking

### 3

#### The Duties – Key Responsibilities & Accountabilities

- Adhere to the companies Party & Camps NOP (Normal Operating Procedures)/EAP Emergency Action Plan)
- Health & Safety Policy compliance
- Upkeep of the Party & Camp stock and equipment and report any equipment defect immediately to the Manager on duty
- Up to date with Child Protection and reporting procedures.
- Enforce all facility policies, rules and regulations are adhered to when on shift
- Responsible for ensuring that there is a structure in place for the camp and that timekeeping and safety are a key feature
- Safety is paramount at all times and you adhere to the Child Protection Policy and Procedures
- Complete additional duties assigned by Management
- Ensure a fun filled action packed timetable for the children daily
- Demonstrate excellent customer service care skills at all times
- Dealing with customers in a friendly, polite and professional manner
- Adhere to the Culture and Values of LeisureWorld
- Participate and successfully complete regular in-house training sessions and meetings
- Participate in Child Protection in Sport Training every 2-3 years
- You will be required to actively assist the Duty Manager in training and mentoring new employees
- Code of Ethics & Child Protection in Sport
- Timetabling & Planning

### 4

#### The Person

The successful candidate will possess the following skills, experience and competencies.

- Patience, empathy and a genuine desire to help others.
- The ability to build and maintain effective working relationships.

#### Essential

- Knowledge of sports/coaching
- Keen interest in working with children
- Excellent communication and interpersonal skills
- Ability to multitask

- Excellent customer care/service skills
- Flexible with hours including weekends and must be available during school holidays to run camps.
- It is the employee's responsibility to keep their qualifications in date

### Desirable

- Keen interest in the Health & Fitness Industry
- Methodical and precise
- The desire to contribute to a positive environment, a shared sense of purpose and commitment to LeisureWorld's values and evidence of demonstrating these values in practice.
  - Respect
  - Collaboration
  - Professional
  - Dynamic
  - Friendly

5

### Application & Selection Process

The selection process may include short-listing of candidates and will be based on the requirements of the position. It is important that you provide a detailed and accurate account of where you believe your skills and experience meet the requirements for the position.

This should be contained in a cover letter accompanying your CV and should be sent to [recruitment@leisureworldcork.com](mailto:recruitment@leisureworldcork.com)

6

### Further Information

#### ISSUED BY THE HR DEPARTMENT AT LW MANAGEMENT

Applicants must have the legal right to live and work in Ireland.

We are an equal opportunities employer.

# Role Profile

