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| Position Title: | Outdoor Recreation Instructor  |
| Position Type: | Casual |
| Location: | Doxa Malmsbury Youth Camp, Glenlyon  |
| Reporting Relationship: | Programme Coordinator |
| Remuneration: | $37.10 plus superannuation  |
| Reviewed: |  April, 2025 |

**The Context**

The Doxa Youth Foundation is a community-based organisation that was established in 1972. We offer a range of programmes to improve outcomes for disadvantaged children and young people across Victoria. We have a particular focus on providing camps and assisting young people to succeed in their studies and the workforce.

**The Role:**

The role of the Outdoor Recreation Instructor is to facilitate programmes at the Malmsbury Camp. Our camping programmes are available to schools in low socio-economic communities during term and for children from disadvantaged backgrounds over the holidays. You will be part of a dynamic team creating positive and memorable experiences for our campers.

**Duties**

* Welcome and inform campers of rules and responsibilities (safety brief).
* Facilitate activities for children and young people including climbing wall, giant swing, leap of faith, and environmental activities.
* Supervise campers to ensure their safety, development, and wellbeing.
* Ensure that premises are in a clean and safe condition for all activities.
* Act as a first aid officer and co-ordinate responses to emergency situations if required.
* Follow the DOXA policies, procedures, and standard operating procedures at all times.
* Other duties as required.

**Selection Criteria:**

*Essential:*

1. Proven knowledge and experience in delivering outdoor recreation programmes.
2. Ability to work effectively as part of a team.
3. Good communication skills.
4. Demonstrated capacity to relate well to children and young people.
5. Strong time management and organisational skills.

*Special Requirements:*

* Hold a current Working with Children Check
* Undergo a National Criminal History Check
* Hold a current First Aid Qualification
* Have Low and High ropes conductor qualification (or similar)

**Contact Person:**

For further information about the position, please contact Tom Kelly, Camp Manager, on 0437 519 554.

**Application Process**

Please send your written application including a covering letter and resume to hr@doxa.org.au