

Key Responsibilities & Duties of an Outdoor Adventure Volunteer

THE ROLE

Outdoor Adventure Volunteers help on our return trips based at third-party outdoor adventure centres. The activities are run by centre staff - so you don't need to have outdoor activity experience.

You are there to look after the wellbeing of young people during activities and, supervise young people outside of activities. You will ensure the needs of young people are met, from food to hydration to making sure they are wearing the right clothing and protected against the sun.

Depending on your experience, you may be allocated as a 'Group Lead'.

As a Group Lead you will be in charge of a smaller group (approximately 10 young people and 2 volunteers) for the daily activities. You will supervise young people and plan things to do in between activities and in the evenings.

RESPONSIBILITIES & DUTIES

Prep the centre

- Unpack the Ellen MacArthur Cancer Trust-owned kit and prepare the goodie bags and kit ready for young people's arrival.
- Meet with Trust Lead to discuss expectations for the week and receive your briefing booklet.
- Attend briefing with centre staff and / or familiarise yourself with centre rules / layout.

Meet the crew

- Attend trip welcome run by the Trust Lead and contribute to group charter (your group's agreement on how to have a good week)
- Get involved in / help run icebreaker activities.
- Help young people set up their rooms and unpack.
- Contribute to your Group Charter - your group's agreement on how to have a good week.

Mealtimes

- Make sure everyone is present.
- Check people are eating enough - help find solutions if not and talk to the Trip Lead if you have concerns about any young people.
- Help young people with the centre's clearing up routine.



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During centre run activities

- Work with centre staff to ensure activities are suitable for their group.
- Talk to centre staff about accessibility needs within the group.
- Encourage and motivate young people to give the activities a go.
- Get involved but make sure young people get a turn / are involved.
- Follow safety instructions from centre staff.
- Help young people where needed.
- Communicate group needs with instructors if needed.
- Take / encourage young people to take pictures (and make sure the camera is charged for the next day).

IF YOU ARE A GROUP LEAD YOU WILL ALSO:

- Work with centre staff to ensure activities are suitable for their group.
- Talk to centre staff about accessibility needs within the group.
- Work with the medic to ensure medications are taken to activities for the day (and you know when they are needed if there's not a medic in your group).

Outside of centre-run activities

- Keep an eye on group dynamics and individual involvement - talk to the Trip Lead if you have concerns.
- Help young people organise clothing and drying rooms.
- Create a space for young people to socialise, setting up games and activities.
- Make sure young people are safe, supervised & having fun.
- Work with Trust Lead to ensure supervision during evenings and volunteer rota for bedtime is fair.

IF YOU ARE A GROUP LEAD YOU WILL ALSO:

- Check in with Trip Lead about how the day's activities have gone.
- Ensure volunteers in your team know their roles for the day.
- Plan games and things to do outside of centre run activities.



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Saying goodbye

- Help young people pack away.
- Help with the centre's clean-up routine (stripping beds etc) and check for any left items / lost property.
- Share your best bit, worst bit and funniest bit of the trip.

Tidy up

- Help pack the Trust-owned kit away.
- Complete your feedback.
- Return your briefing booklet.

