**Job Description**

**Role: Children’s Club Nanny**

**Reports to: Children’s Club Manager**

**Role Purpose**

## To care and entertain children aged four months to thirteen years in the Explorers with a variety of sports focused activities in a safe and hygienic setting.

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## Responsibilities

From our teams, we expect an attitude whereby “nothing is too much trouble”. You will be expected to fulfil the following responsibilities:

* Care for children aged from four months to thirteen years planning and delivering an engaging and appropriate activity plan.
* Ensure that the guests and their children benefit from the highest possible level of “Scott Dunn” service.
* Be adept at keeping an efficient and accurate record of plans and routines.
* Be confident in dealing with Scott Dunn guests.
* Liaise with UK office, the children’s club manager and other staff and work as a team.
* Have a flexible approach to ‘stepping in’ where necessary.

**Duties**

* Provide a safe, hygienic and stimulating environment for children.
* Care for children in the Explorers between 10:00am and 6:00pm.
* Plan and deliver a range of activities both indoors and outdoors including evening entertainment in peak weeks.
* Provide a nutritious lunch and healthy morning and afternoon snacks and ensure food is prepared according to Scott Dunn’s food hygiene policy.
* Ensure that the children’s club is clean and tidy with toys and equipment put away at the end of each day.
* Communicate with parents at the end of the day and throughout their holiday regarding their child’s wellbeing.
* Provide a degree of flexibility wherever possible to meet parent’s needs and wishes.
* Ensure all paperwork, daily records and accident and incident forms are completed and filed correctly.
* Baby-sit three times a week if required by the guest (paid in addition to your weekly wage).
* Travel to any of our other resorts as and when bookings require.
* If a nominated driver drive the children around the resort in a safe and responsible manner using the correct child restraint for the child’s age.

**Abilities and Expectations**

* Love and ability to work with children aged between four months and thirteen years of age
* Team player
* Good self-motivation
* Professional
* Excellent guest relations and interpersonal skills
* Organised and pro-active
* Outgoing and fun
* Must be a strong swimmer

**Essential Qualifications / Requirements**

* CACHE level three qualified or equivalent recognised childcare qualification
* At least two years’ experience
* Available for the whole season (March to November
* UK or EU Passport holder
* UK national insurance number
* UK bank account
* A clean, full driving licence is desirable

**Package and Benefits**

**In order to recruit the best people and deliver our product, Scott Dunn offers a very attractive remuneration package. All our teams are offered:-**

* A competitive salary
* Full medical insurance (covering you in and out of work)
* Return travel from the UK
* Uniform
* Comprehensive training course

**This role is subject to a satisfactory enhanced disclosure and barring service check (criminal background check)**

**Unfortunately we cannot accept applications from holders of UK Working Visas.**