



## - COUNSELLOR POSITION AT PUEBLO INGLÉS SUMMER PROGRAMS -

Do you like working with kids and/or teens? If you are responsible, imaginative and full of energy this might be just the summer job for you! Pueblo Inglés requires one counsellor for every 10-12 participants in each program. If you would like to be a part of the PUEBLO INGLÉS team this summer as a counsellor/ team coordinator, please read on!

### JOB DESCRIPTION.

**Activity Focus:** Leading and instructing individuals (age 8 to 12 in Kids programs and 13 to 18 in Teen program), patrolling and supervising activities. You would be in charge of leading a group of 10 to 12 campers.

**Work Setting:** Rural Resort with swimming pool, sports facilities, dining and meeting room.

We have 3 venues: La Alberca (Salamanca), Aldeanero (Salamanca), Candeleda (Ávila) or Cazorla (Jaén) (transport, accommodation and full room and board provided).

#### **Specific Skills:**

- Demonstrate and instruct sports activities and techniques, arts and crafts, theatre or music.
- Attend to campers' special needs.
- Enforce safety rules and regulations.
- Ensure the safety, health and well-being of campers.
- Develop, organize, supervise and implement daily recreational and social activities for small and large groups of teens as well as actively participate in and lead all programs in a manner that will foster a positive self image for teens.

· You will need enormous energy and enthusiasm, as it is a demanding role. The participants will rely on you to guide them through their activities and you must have the charisma to work with a group as well as the sensitivity to listen to the individual. You'll be with the teens/kids for 24 hours a day and they will expect you to be a role model, teacher, mediator, comedian and friend.

· During your stay in Madrid and as long as your accommodation is provided, you and the other counsellors are responsible for airport picks-ups, hotel welcome, chaperoning the group during the tour and dinner and ensure their safety in Madrid at all times until they are picked up by their parents or accompanied to the airport/train station when they are to leave Madrid.

### ESSENTIAL JOB REQUIREMENTS.

**Location:** Must be in Madrid or willing to come (no travel expenses covered) for at least 18 days (16 days in the Pueblo Inglés venue and 2 days in Madrid, one day before the program and one after. Hotel costs in Madrid are covered for 2 nights).

**Experience:** 1 to 2 years working with kids and/or teens and at least 22 years old.

**Languages:** Must be a native English speaker or bilingual.

#### **Useful skills/attributes/personality traits:**

· Willingness to have a lot of fun but at the same time put in the long hours. You need to be someone with enthusiasm, energy and have an open-minded, outgoing personality!

· You don't have to be a trained expert; you just need to love working with kids and have a big imagination.

Skills or interests in activities such as arts and crafts, swimming, volleyball, theatre, and music are a must.

You are given a one-day training in Madrid upon your arrival.

#### **Additional Skills:**

First aid course is highly valued, but not essential.

#### **Perks of the job:**

You make a ton of life-long friends and loads of international contacts, while visiting a new country! You get free food and accommodation in Madrid and during the program.



**Salary:**

We offer a contract to EU workers plus food and accommodation are provided throughout the duration of the program. Furthermore, hotel is covered for 2 nights in Madrid (one night before and one night after the program, while you are in charge of the group staying with you).

Pay is about 450€ gross (price quoted from 2008) per program - which includes working 8 days, plus the day before and/or after the program.

**Reference Letters:**

Upon request, the Program Director will provide references after the program.

**Available Dates\*:**

*Teen and Kids programs take place during the month of JULY in different venues.  
The dates for 2009 still need to be confirmed, but should be around:*

Week 1: JUNE 26 to JULY 3

Week 2: JULY 3 to JULY 10

Week 3: JULY 10 to JULY 17

Week 4: JULY 17 to JULY 24

Week 5: JULY 24 to JULY 31

Must be available for 1 day training (Wednesday before the Teen program) in Madrid before the program, also airport pick ups and chaperoning in Madrid the day before and/or after the program.

\*Counsellors will not be able to work for more than 2 consecutive weeks at a time, but can work up to 3 weeks. E.g. 1st, 2nd and 4th weeks.

**Sample Program Schedule:**

SCHEDULE	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00		WAKE UP	WAKE UP	WAKE UP	WAKE UP	WAKE UP	WAKE UP	WAKE UP
8:30 - 9:15		BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
9:15 - 9:30		BRUSH YOUR TEETH	BRUSH YOUR TEETH	BRUSH YOUR TEETH	BRUSH YOUR TEETH	BRUSH YOUR TEETH	BRUSH YOUR TEETH	BRUSH YOUR TEETH
9:30 - 10:00		WARM UP	WARM UP	WARM UP	WARM UP	WARM UP	WARM UP	WARM UP
10:00 - 12:15		FUN WITH ENGLISH	FUN WITH ENGLISH	FUN WITH ENGLISH	WALKING TRIP	FUN WITH ENGLISH	OLYMPICS	CHECK OUT
12:15 - 13:45	BUS ARRIVES	SWIMMING POOL	SWIMMING POOL	SWIMMING POOL		SWIMMING POOL		AWARDS/GOODBYE
14:00 - 15:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	BUS LEAVES
15:00 - 16:30	ORIENTATION/CHECK IN	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	NAP/FREE TIME IN ROOM OR M.ROOM ACTIVITY	
16:30 - 17:45	ICE BREAKERS AND GROUPS	CAPTURE THE FLAG	BOY-GIRL GAME	TALENT SHOW PREP	GROUP ACTIVITY	POINT RECOUNT	GROUP ACTIVITY	
17:45 - 18:00	SNACK	SNACK	SNACK	SNACK	SNACK	FAIR	SNACK	
18:00 - 18:30	GROUPS	POINT RECOUNT	POINT RECOUNT	POINT RECOUNT	POINT RECOUNT		POINT RECOUNT	
18:30 - 20:00	GROUP ACTIVITY	FREE CHOICE & SHOWER	FREE CHOICE & SHOWER	FREE CHOICE & SHOWER	FREE CHOICE & SHOWER		FREE CHOICE & SHOWER	
20:00 - 21:00	DINNER	DINNER	DINNER	DINNER	DINNER	DINNER	DINNER	
21:00 - 22:00	MEETING ROOM	MEETING ROOM	MEETING ROOM	MEETING ROOM	MEETING ROOM	MEETING ROOM	PACK AND PARTY	
22:00 - 23:00	NIGHT FUN	GAME	MAN HUNT	NATURE SCAVENGER HUNT	MOVIE NIGHT	GHOST NIGHT	PARTY	
23:00 (KIDS) / MIDNIGHT (TEENS)	CURFEW	CURFEW	CURFEW	CURFEW	CURFEW	CURFEW		

If you would like to be a part of the PUEBLO INGLES team please send your resume and availability to [jobs@puebloingles.com](mailto:jobs@puebloingles.com)

