



Job description for Lamplighters (2015)

Role Summary

Children at Lighthouse are grouped into smaller groups of 'Lighthouses' of around 16 children each which they remain in throughout the week. Each Lighthouse is run by a Lighthouse Keeper, who stays with the children for the whole day, including Main Stage sessions, age-group activities and lunch time. The Lighthouse Keeper is normally aided by 2 Lamplighters whose primary role is to help the Lighthouse Keeper in all aspects of managing their group of children throughout the week.

Purpose of the role

To assist a Lighthouse Keeper (small group leader) in looking after the children in their group

Key relationships

The role requires close liaison with:

- Lighthouse Keeper
- Age Group Leader (AGL) and Assistant AGL
- T Zoners (helpers in training)

Key Activities

Main functions

- Helping the Lighthouse Keeper look after the Lighthouse (group of approx. 16 children)
- Leading your group to their activities throughout the day and make sure you stay with them to ensure they are getting the most out of each activity
- Ensuring you are aware of emergency procedures and follow the instructions of the Lighthouse Keeper as appropriate
- All concerns in relation to the children must be discussed in confidence with the Lighthouse Keeper

Activities

- Attend Helpers Briefing before Lighthouse week
- Ensure up-to-date personal information is provided to administrators
- Attend daily team meetings before and after the “main” Lighthouse day
- Collect the children from the Entrance Tent in the mornings and remain with your group during all the activities, including Main Stage sessions, Craft, Sport, Creative & Spotlight
- Take an active role in befriending the children and encouraging them to participate
- Help Lighthouse Keeper count children before and after moving to different locations
- Join in with activities with the children where directed
- Refill water bottles as necessary
- Take children to the toilet, as directed by Lighthouse Keeper
- Eat lunch with the children
- Take to, and collect children from First Aid, as directed by Lighthouse Keeper
- Help Lighthouse Keeper in small group discussion
- Encourage TZone helper and model role to them
- At the end of the day remain with your group whilst the Lighthouse Keeper hands over the children to their parents and ensure children take their belongings/craft with them

Additional Information (Halo:gen)

As a thank you for helping out throughout the week, all Lamplighters are invited to the Halo:gen sessions held each weekday evening on the Lighthouse site. For a small fee (£1) you may also bring a friend who has not attended Lighthouse.