

Call – Contract for Services of an Activity Leader for Programm Tbissima on part-time basis.

Programm Tbissima is a project led by The Malta Trust Foundation in collaboration with Right to Smile Foundation.

The responsibilities of the Activity Leader:

- Delivering age-appropriate fun and meaningful activities to ensure the children/young people are engaged and motivated
- Leading non-formal educational activities for age group 6-11 and 12-15 years old.
- Review & reflect on delivered activities
- Complete H & S documentation (Accident Forms, Incident Forms, etc.) where required
- Pro-actively encouraging the children to take part in planned activities
- Assist in developing the program suggesting areas for improvement that can increase participation in activities.

Qualifications and Experience:

- A First Aid qualification or willingness to obtain
- Lifeguard and or/ other coaching qualification
- Experiences working with children
- Knowledge in psychology and child psychology
- Knowledge of the rules and organisation of sports, games
- An Interest and able to organise activities such as drama, arts & crafts, talent shows

The choice of the successful candidates will be done on the following criteria:

- Fluent in spoken and written Maltese and English and possess excellent communication skills.
- Strong decision- making skills to be able to make sound choices and analyse different aspects of the development and requirements of the programme.
- Good problem- solving skills to ensure a safe space and manage challenging situations that might arise.
- A strong sense of compassion and empathy to be able to relate and interact with the children/young people and their families.
- Excellent organisational skills and flexible approach to ensure consistent and smooth running of the programme.
- Multicultural and inclusive approach

Terms of service

- The candidate will be engaged on a self-employed basis, and will be required to present a receipt for the service rendered.
- The successful candidate will be required to offer the service on a part-time basis.

- The service may be required on any day/s of the week, between Monday and Saturday, and availability to work early afternoon and evenings.
- The candidate will be offered a contract for services agreement with The Malta Trust Foundation for a definite period of one year, renewable based on performance.
- The candidate will be asked to provide police conduct certificate. Prior to the confirmation of employment, TMTF will perform the procedure required by the law regulating work with minors (POMA).
- Certificate copies of qualifications must be attached to the application (in case of application by e-mail the required documents shall be sent as an attachment to the e-mail).
- For further information or queries please send an email on info@maltatrustfoundation.org

HOW TO APPLY

To apply to this job candidates should send their **CVs and a short cover letters** describing their experience and relevance to the job post to info@maltatrustfoundation.org no longer than 30th of May 2022.