**ROLE DESCRIPTION**

**Team: Executive Committee**

**Location: Uk Based**

**Liaison with**: All teams

**PURPOSE OF THE ROLE**

To lead the team organising the annual summer camp as well as other trips and away days

**KEY TASKS**

1. Lead the planning and organisation of the IUS summer camp, and other camps and trips during the year.
2. Offer young Muslim camp participants a range of mental, physical, social, spiritual and emotionally engaging activities.
3. Explore new and innovative activities to do at camps and assess feedback from past camps.
4. Respond to queries to [camps@ius.org.uk](mailto:camps@ius.org.uk)
5. Make use of guidance provided by the Camp Protocol and experienced IUS camp organisers.
6. Liaise with experienced IUS camp organisers to ensure smooth knowledge transfer from them to new organisers.
7. Organise regular meetings for the camp organisers and keep the team motivated.
8. To recruit and coordinate the on-the-day volunteers at the camps to ensure they run smoothly.
9. Manage the budget for the summer camp
10. Coordinate with the Treasurer, Fundraising and Membership Officers to adequately fund the camps to keep them financially self-sufficient.

**ESSENTIAL SKILLS**

Excellent planning and organizational skills.

Able to work on multiple projects at one time

Strong communication skills

Able to work on own initiative

Good budgeting and financial management skills

Good connection and contacts with different mosques, centres and scholars

**WHAT YOU WILL GAIN**

Have attended past IUS summer camps as a participant.

Have contacts with other youth groups and young professional networks in the UK

Experience of being involved in other youth organisations and/or organising camps and trips

*If you are interested in taking on this role or to find out more information, please email* [*volunteer@ius.org.uk*](mailto:volunteer@ius.org.uk)