



ROLE DESCRIPTION

CAMPS & TRIPS CO-ORDINATOR

Team: Executive Committee (EC)

Location: UK based

Liaison with: All other IUS teams

PURPOSE OF THE ROLE

To lead an IUS team in organising national camps and trips

KEY TASKS

1. Lead the planning and organisation of the IUS camps.
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. Make use of guidance provided by the Camp Protocol and experienced IUS camp organisers.
5. Liaise with experienced IUS camp organisers to ensure smooth knowledge transfer from them to new organisers.
6. Organise regular meetings for the camp organisers and keep the team motivated.
7. To recruit and coordinate the on-the-day volunteers at the camps to ensure they run smoothly.
8. Manage the budget for camp activities to adequately fund the camps and keep them financially self-sufficient.

ESSENTIAL SKILLS

Excellent planning and organisational skills

Strong communication skills

Able to work on own initiative

Good budgeting and financial management skills

DESIRABLE SKILLS

Previously attended past IUS camps as a participant

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

Experience of being involved in organising events, camps or trips