



BES Kaytana

The Summer Camp of
Borehamwood & Elstree Synagogue

Camp Director: Joel Sager MA, B.ED, NPQH, FCCT

Job Description – Volunteers

- To carry out all duties as reasonably requested.
- To attend duties at the right time, in a punctual manner.
- To carry out any and all tasks related to assisting the group leaders and/or in the kitchen.
- To participate fully as reasonably requested and directed with daily group activities.
- To participate fully as reasonably requested and directed with the children in the group.
- To work cooperatively with the group leader, assistants and all staff.
- To engage with the children during breaks and at lunchtimes, serving the children and sitting with them.
- To conduct one's self in a manner befitting someone volunteering at Kaytana.
- To help the group leaders in ensuring that the group rooms are left in a tidy and reasonable manner at the end of each day and all resources are properly stored at the end of Week 1, when the Synagogue is about to be used for Shabbat.
- To attend a compulsory training day the Sunday before camp starts.
- To accept that no time off is allowed during camp for appointments etc unless in the case of a clear emergency.
- To not leave the premises unless asked to do so.

Other Information

- This role is for anyone aged 13-17 only
- Line Manager: Group Leaders and Head Chef
- Hours: 9.00 - 4.00 (approx.) Monday to Thursday and 9.00 – 1.30 (approx.) Friday
- Volunteering for: BES