



Fearless Girls Club CIC
Job Description: Assistant Club Leader

Job Title: Assistant Club Leader

Contract Type: Freelance (self-employed)

Reporting To: The Directors

Salary: £30 per club session

Hours: 1.5 hours direct delivery per week (per club)

ABOUT US

Fearless Girls Club is a non-profit organisation offering a unique club for girls aged 8 to 12 years to boost confidence, supercharge self-esteem and strengthen resilience so our girls can be bold and live fearlessly. We believe that in order to create fearless girls who will go on to thrive in the modern world, we need to offer ongoing personalised support and cultivate meaningful peer relationships – so we created Fearless Girls Club!

The number of girls in each club session is capped at 18 (with two adult leaders and up to three young volunteers called Quest Leaders) so we can provide individualised attention and support, and create a tight-knit group that feels safe and friendly. At Fearless Girls Club, we are all about empowering girls to feel bold, capable and confident. At our weekly club sessions, we build our games and activities around the framework of our unique Club Quests – nine core areas identified through research as crucial for girls aged 8 to 12 years to develop strong self-confidence and resilience. Our Quest areas are: Knowing Myself, Critical Thinking, Leadership, Healthy Mind & Body, Resilience, Being Bold, Friendships, Speaking Up and Digital World.

Each session includes:

⚡ Club Affirmations: I am bold, I am brave, I am fearless!

- ⚡ **One Good Thing:** A chance to go around the circle and share one good thing from your week with the club.
 - ⚡ **Club Quest:** An exciting themed activity exploring one of our Quest areas, which will include some external visitors to help us try new things.
 - ⚡ **Quest Reflection Circle:** To explore what we have learned about ourselves and others from the activity.
 - ⚡ **Power Boost:** Introducing a different mindfulness or self-regulation technique each week to equip our girls with strategies to slow down, pay attention to the present moment, and develop better focus and self-awareness.
 - ⚡ Plus lots of games, stickers and prizes every week!
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MAIN DUTIES AND RESPONSIBILITIES

Your main duties and responsibilities will be to:

Session Delivery

- Support the delivery of the weekly Fearless Girls Club sessions using the resources and activities provided to the Club Leader by the club Directors.
- Arrive promptly and help to set up and clear away in accordance with our contractual hall hire obligations.
- Help the Club Leader to create a safe, inclusive and supportive environment for all members.
- Help the Club Leader to supervise the Quest Leader volunteers in the session.

Engagement and Motivation

- Inspire and motivate the girls to actively participate in activities and challenges.
- Encourage confidence, self-expression and teamwork among participants.
- Build positive relationships with the girls, acting as a role model and mentor.

Collaboration

- Work closely with the Club Leader to deliver smooth, well-organised sessions.
- Support Quest Leaders, empowering them in their development as young mentors and leaders.

Safeguarding and Safety

- Ensure the health, safety and well-being of all participants by adhering to safeguarding policies and procedures.
- Handle any safeguarding issues or concerns in line with the club's policies, typically by escalating these to the Club Leader.

- Be familiar with our club risk assessments for venues and session activities as required.

PERSON SPECIFICATION

Essential Skills and Qualities

- Ability to support the delivery of engaging sessions that are well-structured and align with the Fearless Girls Club framework.
- Commitment to the Fearless Girls Club mission of fostering confidence, resilience and leadership in girls, and an ability to represent the club in a positive and inspiring way.
- Dependable, punctual and trustworthy, with a professional attitude.

Desirable Skills and Qualities

- Experience assisting in group activities for children or young people, ideally in an educational, youth work or extracurricular setting.
- Understanding of safeguarding principles and a commitment to creating a safe environment for all participants.
- Understanding of the challenges young girls face and a drive to make a positive impact.
- Experience working collaboratively with others, including assistants, volunteers or colleagues.

Practicalities

- You will need to make a commitment to deliver sessions on a weekly basis during school term time.
- We require a satisfactory Disclosure and Barring Services (DBS) Check at Enhanced level.
- You may be required to undertake Paediatric First Aid (if you do not have a certificate dated within the last three years and/or have not completed a refresher course in the past 12 months) and safeguarding training (if you do not have a certificate dated within the last two years). We will cover the cost.

Even if you don't possess all the listed experience or skills, we encourage you to apply and showcase your unique strengths and capabilities.

Occupational Requirement (Equality Act 2010, Schedule 9 Part I): This clause applies. This defence allows organisations to argue that a particular protected characteristic is essential to a job and that only someone with that characteristic is suitable for the role. We require some freelance staff and volunteers to be female wherever it is directly relevant and necessary.