

NOAM MACHANE

5785



Staff Role Descriptions

Dates:

Roshim Training: 9th – 12th June

Precamp: 21st – 27th July

Shorashim Alef (Year 5): 28th July – 3th August

Shorashim Bet (Year 6) – 28th July – 6th August

Nevatim (Year 7–8): 28th July–10th August

Nofim (Years 9–10): 28th July–10th August

Feedback Day: 11th August

Location:

Shorashim (Y5–6) will be near Dorking in the Surrey hills.

Nevatim's location is TBC

Nofim (Y9–10) and Pre-Camp will be in Pembrokeshire, Wales.

This document outlines all the different roles you can hold on camp this summer. Please take some time to read about the various roles that are available. The positions, unless stated otherwise, are open to all. Please feel free to contact noamadmin@masorti.org.uk if you have any questions.

The roles available are as follows:

Hadracha Roles:

- Madrich/a/ol
- Senior Madrich/a/ol
- Rosh
- Rakaz/et/ol

Chinuch (education), Resources and More!

- Educator
- Techni
- Rosh Techni
- Atid/Wellbeing
- Tiyul (hike) Tzevet
- PR and Comms
- Medic

What do all the words mean?

Atid: Wellbeing and education sessions to support madrichim

Chanich/a/ol: Participant

Chinuch: Education

Chuggim: Specialised activities designed to foster and nurture particular talents or skills, e.g., music, drama, art

Dugma Ishit: Being a role model

Hadracha: Leadership

Hagshama Atzmit: Self-actualisation (one of our branches)

Kef: Fun

Knesset: Daily senior staff meeting

Kvutza: Group (refers to the smaller groups of chanichim on machane)

Loco Parentis: Legal parental responsibility for duty of care (lit. place of parents)

Machane: Summer camp

Madrich/a/ol: Leader

Mazkirut: Movement workers (Elisabeth, Riki and Sasha)

Nevatim: Name of year 7 and 8 camp (lit. shoots)

Nofim: Name of year 9 and 10 camp (lit. views)

Peula: Programme

Rakaz/et/ol: Line manager of roshim for a particular camp

Rosh: Team manager (lit. head)

Shichva: Year group

Shorashim: Name of year 5 and 6 camp (lit. roots)

Tefila: Prayer

Tiyul: Hike

Tochnit: Schedule

Tzevet: Team



HADRACHA ROLES

MADRICH/A/OL

As a Madrich/a/ol you will be part of a large Tzevet that deals specifically with the Chanichim (participants) of a certain Shichva (age group).

You will:

- Write and run all the activities the chanichim take part in, including educational peulot, kef activities, kvutsah time, prayer services and mealtimes.
- Take care of chanichim welfare and social development through managing a dorm and kvutsah, as well as building appropriate relationships with chanichim.
- Play an important role in bonding the group and creating their group identity.

As you will be in Loco Parentis (legal guardian) of your chanichim, there will be an expectation of you to act as a responsible adult at all times, and behave as a dugma ishit to all chanichim throughout the duration of machane. You will be the first point of call for the chanichim if any issues arise on machane.

You are supported by your roshim and will have one 'fingertip' rosh who you will meet with regularly throughout machane. You will also be supported by the Wellbeing and Education tzvatim who will run sessions for you.

Requirements:

Training: Meltam & Masa (Crash Course is available if you missed this training, please contact elisabeth@masorti.org.uk if this is the case); Pre-Camp.

Years on Camp: 0 for Shorashim/Nevatim, 1 for Nofim.

SENIOR MADRICH/A/OL

As a senior Madrich/a/ol you will have greater responsibility than previous years.

You will:

- Help advise and support less experienced madrichim who are dealing with chanichim who have challenging behaviour and those with more serious welfare issues
- Handle larger elements of Machane, such as being 'Rosh Shabbat' with the support of the Education tzevet.
- Support and act as a dugma ishit to the 1st and 2nd time madrichim as well as your chanichim.
- Work to empower your fellow madrichim, and also take the initiative to resolve a situation where necessary.
- Act as a link between your roshim and the rest of the tzevet, for example by advising roshim on how madrichim are doing and ensuring smooth transitions between peulot.
- Look out for things among the chanichim which may slip by others, e.g. cliques and other welfare situations.

You will be supported by your roshim and will have one 'finger-tip' Rosh who you will meet with regularly through machane. You will also be supported by the Wellbeing and Education tzvatim who will run sessions for you.

Requirements:

Training: Meltam & Masa (or equivalent), Pre-Camp.

Years on Camp: 2 (except in exceptional circumstances).

ROSH

You will be managing several members of staff and must be open to your own personal development.

As part of your training to be a rosh you must attend Noam's week-long Roshim Training seminar.

Following this, you will be expected to be in London during the build-up to machane, so that you can work with your co-roshim on all necessary preparation, including writing your tochnit, holding one-to-ones with your madrichim and organising peulot writing sessions.

It is not advisable to book a long holiday between Roshim Training and the start of machane.

Your role can largely be separated into 4 categories :

Manager:

As a rosh your role will be to manage the madrichim, develop a strong personal relationship with them in order to aid them with their hagshama atzmit. You will run tzevet meetings, have regular one-on-ones and make sure madrichim are supported in fulfilling their role through giving them the appropriate level of welfare and hadracha support. Your role will also be to ensure that the tzevet bonds so there are positive tzevet dynamics.

Logistics:

You will create and hold almost all information for camp. This includes making tochnit, ensuring that madrichim share information and that the relevant madrichim are aware of medical information. You will be liaising with your rakaz/et and other staff supporting you on a daily basis to ensure machane is running smoothly, in part through attendance at Knesset. You will be responsible for the safe running of machane.

Chinuch:

You will set the educational vision for machane and will write detailed programme briefs from which the madrichim will plan their peulot. You will support the madrichim in writing good, safe and educational programmes which engage the chanichim with Jewish ideas and values, working with the chinuch tzevet where appropriate.

Welfare and Behaviour:

You will be responsible for looking after the welfare of chanichim and madrichim. You will work with other senior staff and the welfare/wellbeing tzvatim to ensure this. They will teach and help the madrichim deal with many aspects of welfare and discipline and ensure that machane is a safe and inclusive environment for all in accordance with Noam's policies and rules.

You will be supported by your rakaz/et/ol, who will meet with you one-on-one and with the whole roshim tzevet daily. Your rakaz/et/ol will be responsible for holding one-on-ones with you. You will also be supported by the Wellbeing and Education tzvatim who will run sessions for you.

Requirements:

Training: Meltam & Masa (or equivalent), Roshim Training, Pre-Camp.

Years on Camp: 3 (except in exceptional circumstances)

RAKAZ/ET/OL

You will be responsible for the 'bigger picture' of machane, supporting and managing the roshim tzevet of their given Shichva.

You will:

- Meet with roshim daily both as individuals and as a group in order to retain a birds' eye view of machane.
- As an experienced leader, act as a consultant for the roshim, both before and during camp.
- Be the emergency contact and lead parent liaison for the shichva you are working with.
- Attend Knesset, where large-scale logistics and issues are discussed.

This role is ideal for highly experienced Noam leaders who are ready to take on more responsibility and work closely with the Mazkirut, to ensure that all machanot are well-managed and looked after.

Rakazim will be involved in Roshim Training and will be needed to help prepare for machane during the build-up in July.

Requirements:

Training: Suitability for this role is decided by the Youth Director & Mazkirut, Roshim Training, Pre-Camp.

Years on Camp: 4+



**CHINUCH, TECHNI
AND MUCH MORE!**

EDUCATOR

You will be attached to a camp, in order to provide Jewish educational insight and to help empower madrichim to become better informal Jewish educators themselves. On Pre-Camp (and beforehand), the chinuch tzevet are expected to be around as a resource for madrichim to use.

You will:

- Work as a tzevet, before and during Pre-Camp (and on Camp when possible), providing support and generating ideas to be used with the chanichim.
- Integrate within a specific tzevet and work closely with madrichim to prepare and run educational activities.
- Help the roshim and rashei machanot facilitate their religious vision, e.g. regarding Shabbat.
- Deliver sessions in the Atid programme, where madrichim get a chance to step out of their hadracha roles and receive welfare and educational sessions for their own personal development. You may also help to write some of the sessions.
- Play a prominent role in making sure that daily prayer services are positive and meaningful experiences.
- You will be supported by the roshim of the camps you are attached to as well as the senior educator.

Requirements:

Training: Relevant training or evidence of training in their specialised fields, (Pre-Camp is preferred)

Years on Camp: 0 (at least 1 is preferred)

TECHNI

The techni tzevet is our wonderful and essential technical team! You will work both as a distinct tzevet and within the Shichva Tzevet to which you have been assigned.

Your responsibilities will be:

- Resources – Liaising with madrichim as to which resources they will need and when they will need them. Resources can then be purchased or created, using your artistic talents! This helps bring the camp magic to life and keeps us eco-friendly.
- Technical Help – Helping set-up electrical equipment for peulot (laptops, projectors, speakers etc.).
- Any creative, technical or logistical skills are welcome but not essential as full training can be given on site.
- We aim for the Techni staff members to feel at home both in the Techni Tzevet and in the Shichva Tzevet with which they liaise. You are supported by the rosh techni.

Requirements:

Training: Meltam & Masa Techni stream (or equivalent training from the Mazkirut and/or the rosh techni), (Pre-Camp is preferred).

Years on Camp: 0

ROSH TECHNI

This is similar to other rosh roles but has a greater focus on the technical elements of camp.

You will

- Manage the techni tzevet and their tasks.
- Be responsible for the logistics and welfare of your tzevet.
- Manage the room booking system for the site you are on.
- Be expected to be in London during the build-up to machane, so that you can work on all necessary preparation, including taking an inventory of all resources, allocating to sites and ordering what is needed.
- You are supported by your rakaz/et/ol, who will meet with you one-on-one.

Requirements

Training: Meltam & Masa (or equivalent), Pre-Camp

Years on Camp: 3 (except in exceptional circumstances)

PR AND COMMS

This role is about engaging with the world outside the Noam bubble, in particular with parents and other stakeholders.

You will:

- Be responsible for taking photos and videos throughout machane.
- Create and upload content for our social media channels and website; and updating parents and guardians through a daily email as to what their children have been up to.
- Be coming up creative projects to build interest and traffic.

This role requires people with a creative streak, especially those who have skills in photography, filmmaking & video editing. You will be supported by the Rosh Machane.

Requirements

Training: Creative skills preferred, but not necessary..

Years on Camp: 0

TIYUL TZEVEV

The Tiyul Tzevet helps to coordinate the 3 day Nevatim Bet hike and support the madrichim leading it.

In the run up to the hike this may include:

- Helping to train or support madrichim
- Helping to coordinate the logistics
- Going on a pre-hike to help shape what this will look like before the chanichim set off.

During the hike, you will also be helping to:

- Transport essential items, helping set up tents (driver's license useful but not essential)
- Providing support at the camp sites

This could be your main role on camp or as an additional role for madrichim leading Shorashim.

Requirements:

Must be available during the Nevatim Bet hike (and preferably before).

Training: Meltam & Masa (or equivalent), Duke of Edinburgh (or equivalent) preferred although not compulsory.

Years on camp: 0 (although experience preferred)

WELLBEING / ATID

The role of the Wellbeing/Atid tzevet is to ensure adequate structures are in place to maintain the wellbeing of staff and chanichim. The Atid role is more focussed on the wellbeing of the madrichim whilst also delivering educational content

In the run up to camp this may include:

- Liaising with the Mazkirut about those with more complex access needs and care plans
- Helping to coordinate the logistics of Atid with the education tzevet

During camp, you will also be :

- Implementing structures to ensure the wellbeing of staff and chanichim
- Delivering Atid sessions
- Responding to more complex wellbeing needs that may arise during camp
- Liaising with hadracha tzvatim to ensure the carrying out of care plans

Requirements:

Must be available during the dates of Camp and Pre-Camp

Experience: Relevant experience preferred

Years on camp: 3 (minimum)

MEDIC

You will

- Manage chanichim medication and run morning and evening surgeries.
- Be on-call 24/7 in case of any medical emergencies.
- Manage minor injuries such as cuts, stings and grazes.

The medic will also often fulfil a certain degree of welfare with chanichim who require medical support, or wish to see the medic. We believe it is important to have medics who have an understanding of machane and are willing to engage in machane as a whole.

Requirements

Training: Up to Date First Aid Training & Finished 2nd year of Medical School (end of 3rd year preferred)

Years on Camp: 0 (although preferred)

Please email elisabeth@masorti.org.uk or reuben@masorti.org.uk if interested.