



**Christian Youth Enterprises  
Sailing Centre**

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## **Christian Youth Enterprises Sailing Centre (CYESC)**

### **Job vacancies**

#### **Catering / household assistant**

A hard working, sociable and Christian individual (Genuine Occupational Requirement) required for flexible working days between 20 and 25 hours per week to assist the Catering Manager. Catering duties will include shopping for provisions, cooking, cleaning, washing up, clearing and food preparation. Household duties include changing of beds and linen, washing and occasional ironing. Weekend duty will be required on average once a month. Employment required from March-October with potential for a future full-time position.

For further information, please call CYESC Office on 01243 573375

#### **Administration assistant**

A hard working, sociable and Christian individual (Genuine Occupational Requirement) required for flexible working days between 10 – 15 hours per week to assist the Finance & Administration Manager and, occasionally, Centre Manager. Applicant must be computer literate, have good typing skills and be generally organised in order to assist with event bookings, letter writing, database work, telephone answering, acceptance of deliveries, occasional dictation and general administrative duties. Employment required from March-October with potential for a future full-time position.

For further information, please call CYESC Office on 01243 573375

#### **Activity Staff – Gap Year Scheme**

We are currently recruiting people to join our activity team for 2010/11. Extensive training will be given to take a front line role in the delivery of multi activity programmes for a wide range of groups. Applicants must be committed Christians, passionate about sharing the gospel message with young people in an exciting and challenging outdoor environment. Some sailing or kayaking experience is beneficial but not essential. Full board and accommodation is provided along with a monthly allowance of £140. Some fundraising is required and support is given in this area. Gap year positions run annually from September -August.

For further information, please call CYESC Office on 01243 573375