



**Department** Program  
**Position** Senior Field Consultant  
**Type** 10-Month (March-December), Remote with travel

SeriousFun Children's Network, founded by Paul Newman, is a growing global community of independently managed and financed camps and programs, which have come together with a common purpose – to serve children with serious illnesses and their families, free of charge. Across our 30 camps around the world, SeriousFun reaches more than 165,000 children and families annually.

Learn more at <https://www.seriousfunnetwork.org>

SeriousFun Partner Programs leverage the knowledge, expertise and innovation developed at SeriousFun Children's Network Member Camps to offer SeriousFun-inspired camp programs to children living with serious illnesses in resource-limited areas throughout around the world.

Working in collaboration with other trusted international organizations, SeriousFun trains and supports locally-based partners to create socially-supportive, intentionally-designed, and culturally responsive camp experiences for children with serious illnesses throughout Africa, Asia and the Caribbean. Beyond just providing fun for children, these programs foster adherence to medications and treatments, encourage the development of peer friendships and caring relationships with adults, and build learning and leadership skills. SeriousFun Partner Programs strive to build support networks in the communities in which the children and families live, promoting the breakdown of stigma, lessening their sense of isolation, and instilling more positive attitudes for the future.

### **Position Summary**

The Senior Field Consultant's primary responsibility is to serve as the key contact person for a portfolio of partner programs and support, coach, and train the local camp leadership teams to implement a camp program that both meets SeriousFun standards and is locally appropriate. This will include remote support and travel to assigned countries in order to provide support on the ground. The Senior Field Consultant will also be assigned projects related to designing and developing camp program resources and will be responsible for reporting on their portfolio of camps.

Senior Field Consultants must be prepared to work at a supervisory level, at remote sites, with significant independence. They must be capable to coach and mentor high-capacity Field Consultants and local leadership team members, as well as direct programs, develop multiple support structures for successful program implementation, and troubleshoot emergency situations on the spot.

### **Essential Responsibilities**

#### Preparations

- Work with SeriousFun team to determine the level of support required for the local leadership teams within the assigned portfolio and to support the selection and orientation process of Field Consultants for any trips requiring additional on the ground support.
- Provide remote support to local leadership teams during the camp planning process, including SeriousFun Criteria preparations.
- Co-design leadership team training activities with the local leadership team and prepare session outlines to facilitate.

- Orient any Field Consultants to their roles prior to field assignments.

#### In Country

- Coach the Field Consultants to support the local leadership team on the ground.
- Together with Field Consultants:
  - Guide the local leadership team in designing and coordinating schedules
  - Support the local leadership team in preparing for and facilitating staff training
  - Work alongside the local leadership team to plan and prepare activities for each camp session
  - Guide the local leadership team to oversee all residential and programmatic aspects of staff training and camp.
- Work with the local leadership team to ensure all health and safety procedures concerning campers and staff are in place (including fire drills, general emergency procedures, and medical emergency procedures).
- Adhere to the established SeriousFun policies and procedures, and any policies specific to the partner program.

#### Reporting

- Thoroughly document all materials and resources created for the program and share with local partners and SeriousFun, as appropriate.
- Submit written report capturing highlights and recommendations for the partner program (with Field Consultants, if applicable).

### **Competencies and Experience**

#### Required

- Fluent in English.
- Fantastic people skills and an ability to establish strong working relationships quickly.
- Ability to lead a team, delegate effectively and make thoughtful decisions.
- Culturally sensitive and able to navigate complex social situations respectfully and professionally.
- Mentoring or coaching experience.
- Confidence and enthusiasm for facilitating and/or teaching.
- Detail-oriented and highly organized.
- Strong professional and representative of SeriousFun.
- Excellent written documentation skills.
- Training design experience.
- Experience traveling to a new country and living in a new environment with limited personal space and simple accommodations.
- Access to a laptop computer and fluent computer skills; data entry, word processing, internet navigation.
- Self-motivated and independent.
- High degree of flexibility and problem solving.
- Sense of humor and adventure.

#### Preferred

- SeriousFun GPP Field Consultant experience.
- Camp leadership or support team experience.
- Knowledge of SeriousFun camp philosophies.
- In-depth knowledge of HIV/AIDS and other relevant medical conditions as related to camp programming.
- Fluency in multiple (relevant) languages.

## To Apply

- Please complete the [Senior Field Consultant Application](#), including uploading your cover letter and resume.
  - Please save your files in the following format: SFC Application *Last Name* Cover Letter; SFC Application *Last Name* Resume
- **Application deadline is February 15, 2019.**
- Questions about the Senior Field Consultant position can be directed via email to [msilvia@seriousfunnetwork.org](mailto:msilvia@seriousfunnetwork.org)