

Location: Oxford, Frensham

Dates: July – August 2025

Salary: £780 per week

## **Join Our Team as Activity Manager – International House London Young Learners**

If you're enthusiastic, passionate, and ready to inspire young learners, we are excited to invite you to join our team at International House London for the upcoming Young Learner summer season.

### **What We're Looking For**

We're searching for a confident, organised, and enthusiastic Activity Manager to lead our activity department. You'll guide a team of Activity Leaders, plan and oversee on-site sessions, organise excursions, and ensure that every young learner has a safe, fun, and memorable experience.

To apply, you must have:

- GCSEs (A\*-C) or equivalent
- Experience working with children
- English proficiency level of C1+
- Proven managerial experience, including line management
- Good administrative and organisational skills
- A positive, flexible, "can-do" attitude
- Good communication skills
- A commitment to creating safe, inclusive spaces for all students
- Ability to lead, inspire a team and manage performance

### **What the Job Is About**

As Activity Manager, you will be a key member of the Centre Management Team, responsible for the smooth delivery of our activity and excursion programmes. You will lead and motivate the activity team, ensure sessions are well planned and engaging, represent the department and organisation with external clients and work collaboratively with other departments to create a safe, inclusive, and memorable experience for every young learner. You will be part of an experienced leadership team, receive paid induction training, and benefit from ongoing CPD throughout your contract.

### **Salary**

£780 per week (£696 + 12.07% holiday pay)

Plus paid induction programme

### **Locations**

**Oxford** – St Edward’s School (ages 8–17) - 1st July – 12th August 2026

**Frensham** – Frensham Heights School (ages 12–17) - 8th July – 5th August 2026

### **Contract Details**

- Contracts available from 1-6 weeks, depending on operational needs
- Up to **48 hours per week** across six days with one full day off per week
- Evening and weekend work expected as part of the residential schedule
- Free on-site single rooms with staff-only shared bathrooms
- Three meals a day + free tea and coffee

### **Why Choose Us?**

International House London have delivered unforgettable summer school experiences across the UK since 2011. We are a British Council-accredited organisation and proud member of the International House World Organisation. We place our students’ safety, happiness, and well-being at the centre of everything we do. We’re committed to creating memorable moments for every young learner while supporting our staff with professional development, skills training and a collaborative environment. It’s no surprise so many of our staff return year after year!

In our most recent, British Council inspection (2024), we were recognised for strengths across multiple areas, including strategic and quality management, student administration, care of students, and leisure opportunities. With us, you will:

Work in a positive, professional environment

Join a welcoming team with many returning staff

Learn from other experienced managers

Strengthen your CV with real leadership and performance management experience

Develop your skills through delivering team observation and monitoring

### **Right to Work**

Applicants must have the **right to work in the UK**. All appointments require a **DBS/Police Check** and satisfactory references.

### **Application Information**

*International House is committed to safeguarding and promoting the welfare of all young learners. <https://www.ihlondon.com/wp-content/uploads/2025/06/YL-Safeguarding-Policy-2025-updated-02.06.pdf>*

Please note that if you are successful at the interview stage, all offers are subject to two references, a Disclosure and Barring Service Check, and Police Check (if living abroad) that are considered satisfactory to IH London.

Due to the nature of this role, we are unable to offer sponsorship. Therefore, applicants must have valid right to work in the UK to be considered for this position.

[Click here](#) to submit your application.

**Full job description:**

<https://www.ihlondon.com/wp-content/uploads/2025/12/Activity-manager-2026.pdf>

International House London's Values:

**Ethical, Inclusive, Innovative, Passionate, Professional**