



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

CAMP MANITO-WISH YMCA - NASH CAPTAIN

MINIMUM QUALIFICATIONS:

1. Minimum of 20 years of age, Dining room supervisor experience or the minimum of 2 years waitering experience.
2. Previous leadership experience, helpful.
3. Ability to manage counseling staff and schedule the day to day Nash duties of campers.
4. Good written and verbal communication skills.
5. Desire and proven ability to work with children and staff in camp setting.

RESPONSIBLE TO: Summer Camp Program Director
Camp Director

ESSENTIAL FUNCTIONS

1. Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers.
2. Ability to communicate and train staff and campers in Nash Dining Hall and emergency procedures.
3. Visual and auditory ability to identify and respond to environmental and other hazards.
4. Must be present in Nash Dining all for the entirety of each meal
5. Physical and mental ability to respond appropriately to situations requiring general first aid.
6. Abilities to observe assess & teach appropriate camper & staff behavior and enforce. Environmental Stewardship guidelines, safety regulations and emergency procedures.
7. Must be able to relate effectively to diverse groups of people.

SPECIFIC RESPONSIBILITIES:

1. Have an understanding of front of the house/waiters responsibilities. Be able to supervise and delegate information to a large group of people with short attention spans.
2. Supervise and support the set up and take down Nash for: Breakfast, Lunch and Dinner service utilizing groups assigned to waitering.
3. Procure and communicate accurate meal counts for each meal served via the Program Directors. Track variances in meal counts each day.
4. Support kitchen's understanding of trip schedule in Summer Camp, Outpost, and Leadership
5. Teach proper Nash dining etiquette and cleaning processes to participants and staff throughout the summer.
6. Create and support a positive culture around our environmental stewardship strategic goal through effective management of food waste reduction, recycling and reuse of appropriate kitchen foods and materials.
7. Monitor and supervise hygienic practices for all food service, bars, and coffee cart activities, supervising waiters.
8. Take direct responsibility for enforcing Nash procedures, set up and cleaning of Dining hall.
9. Take responsibility for, in conjunction with full time staff, seasonal admin and the kitchen management; the smooth and daily functioning of entire Camp life which includes:
 - Coordinating meal service; rules and regulations.
 - Open and close Nash kitchen.
 - Ringing of meal bells.
 - Planning and facilitating, before and after meal duties for wait staff and cabins.
 - Assigning details.
 - Addressing staff and camper needs as they arise.

- Assessing and responding to sectional needs, for early or late cabin returns.
 - Keeping the flow of the dining hall smooth and relaxing.
 - Regular microphone duty.
10. Actively participate in all training sessions, and assist in facilitation as necessary.
 11. Monitor and display active, sincere concern for campers, insuring that counseling staff is attentive to camper needs while in Nash, including their behavior, enjoyment, general hygiene and dress.
 12. Maintain and enhance open lines of communication with the trips department, health center, seasonal kitchen staff, sectionals, front office, property team and other operational functions at camp.
 13. Be familiar with emergency "in-camp" procedures and the responsibilities of the kitchen team to lead, follow and/or support organization response in an emergency.
 14. Collect feedback from staff and campers throughout the sessions and relay to supervisors.
 15. Collect, meal counts from all departments, trips/outpost, leadership, summer camp, for daily review of Cabin counts including dietary needs.
 16. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements.
 17. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility.
 18. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA.
 19. Provide opportunities for camper/staff discussion centering on Camp's mission and personal growth.
 20. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience.
 21. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment.
 22. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment.
 23. Perform other duties as assigned.

TIME OFF:

1. Schedules are made according to capacity counts and trail schedules.
2. All schedule changes must be approved by the Summer Camp Program Director and/or Operations Director.
3. When switching shifts with another shift both persons have to clear it with the Summer Camp Program Director and/or Operations Director in person.
4. All schedule requests are on a first come first served basis.
5. You will have (1) 24 hr. shift off a week, with the possibility of more depending on in camp schedules.
6. Nash Captains will not be on time-off at the same time