



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

CAMP MANITO-WISH YMCA - BOATHOUSE ASSISTANT

MINIMUM QUALIFICATIONS:

1. Minimum of 18 years old
2. Previous leadership experience
3. Desire and proven ability to positively interact, teach, build confidence and self-esteem and work with children and staff in wilderness and "in-camp" settings
4. Knowledge of boat maintenance and care
5. Certified in Lifeguard Training (LGT)/Wilderness Water Safety (WWS), Standard First Aid/Wilderness First Aid (WFA) and CPR (Certifications may be obtained through Camp Manito-wish prior to first day of work)
6. Good written and verbal communication skills
7. Strong and good character: Optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

RESPONSIBLE TO: Waterfront Director
Program Staff Director
Summer Program Director

ESSENTIAL FUNCTIONS:

1. Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers
2. Must be able to relate effectively to diverse groups of people
3. Ability to teach canoeing, kayaking, and skills to participants of various skill levels
4. Ability to operate a motorboat when needed
5. Ability to communicate and train staff and campers in safety regulations and emergency procedures
6. Ability to work independently, meet deadlines, and communicate effectively
7. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
8. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
9. Comfortable and interested in outdoor living and willing to develop expertise in boating
10. Effectively communicate, plan and conduct activities to achieve camper development
11. Visual and auditory ability to identify and respond to environmental and other hazards related to the in-camp program

SPECIFIC RESPONSIBILITIES:

1. Manage the risk to best provide a safe boating area, including: assist in emergency procedures such as Lost Bather Alert, enforce the rules of the waterfront area
2. Assist with program development and instruction in the canoe/ kayak area
3. Take responsibility for equipment and maintenance including area clean-up and repair
4. Be a member of a committee - planning special events, activities for the campers, or planning skits
5. Make Program Announcements for activities offered during morning coaching periods
6. Complete Lesson Plans during training week with updates following throughout the summer Participate in evening activities, opening/closing day events, and special activities including Open Waterfront
7. Actively participate in all training sessions
8. Submit a report at the end of each session
9. Occasional Night Phone Duty

10. Attend and be on-time to each meal when not on time-off
11. "Convoy" - act as camp representative on buses/ vans bringing campers to and from camp at start and end of session as necessary
12. "Cunot" - take responsibility for a cabin group during cabin activity periods, meals and at night as necessary
13. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
14. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
15. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
16. Provide opportunities for camper/staff discussion centering on Camp's mission and personal growth
17. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
18. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
19. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
20. Perform other duties as assigned

TIME OFF:

1. Two 24-hour period and one 12-hour period off per session
2. Any other time off at the discretion of the Program Staff Director