



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

## **CAMP MANITO-WISH YMCA - PHOTOGRAPHER/LAUNDRY/DRIVER**

### **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. Have previous experience with websites, social media, photography, and video
5. Experience in social media (Facebook/YouTube/Twitter/Blog), and digital photography and video
6. Understanding of the role of public relations and communications and able to communicate effectively with diverse groups of people
7. Have a valid driver's license
8. NO traffic violations within 12 months of starting date of employment
9. 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)
10. Good written and verbal communication skills
11. Strong and good character: Optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

**RESPONSIBLE TO:** Summer Program Director

### **ESSENTIAL FUNCTIONS:**

1. Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers and staff.
2. Ability to collaborate with others to coordinate, manage and accomplish deadlines
3. Ability to manage several projects at one time
4. Ability to take photos and video of participants and staff in all programs, program areas and around camp
5. Take photos that will be posted daily and used throughout the year by Camp for promotional material
6. Help facilitate laundry drop off and pick up
7. Drive when needed
8. Ability to communicate and train staff and campers in safety regulations and emergency procedures
9. Ability to work independently, meet deadlines, and communicate effectively
10. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
11. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
12. Comfortable and interested in outdoor living and willing to develop expertise in Archery
13. Effectively communicate, plan and conduct activities to achieve camper development
14. Visual and auditory ability to identify and respond to environmental and other hazards related to the in-camp program
15. Must be able to relate effectively to diverse groups of people

### **SPECIFIC RESPONSIBILITIES:**

1. Support Summer Camp, Outpost and Leadership driving needs
2. Take pictures and video to capture moments at Camp
  - a. Get a picture of each Summer Camp camper, get pictures of Leadership and Outpost groups while they are in-camp
  - b. Take pictures at pickups of trail groups
3. Work with Admin Assistant to post photos daily on social media, website and Smug mug

4. Manage and organize photos/videos of the summer
5. Make all laundry related announcements including the dates and times for all laundry pick up and return
6. Organize drop off and pick of laundry
7. Keep the laundry room clean and organized
8. Fill-in as needed into other programs
9. Strong ability to communicate effectively through verbal and written mediums
10. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
11. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
12. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
13. Provide opportunities for camper/staff discussion centering on Camp's mission and personal growth
14. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
15. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
16. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
17. Perform other duties as assigned

**TIME OFF:**

1. Two 24-hour period and one 12-hour period off per session
2. Other times are at the discretion of the Summer Program Director