



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

CAMP MANITO-WISH YMCA - WATERFRONT DIRECTOR

MINIMUM QUALIFICATIONS:

1. Minimum of 21 years of age
2. Previous leadership and supervisory 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. Certification in Standard First Aid/Wilderness First Aid (WFA) and CPR (Certifications may be obtained through Camp Manito-wish prior to first day of work)
5. Hold, or have evidence of having held WSI Certification (preferred)
6. Good written, organizational and verbal communication skills
7. Strong and good character: optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

RESPONSIBLE TO: Program Staff Director
Summer Program Director

ESSENTIAL FUNCTIONS:

1. Ability to communicate and work with groups participating (age and skill levels), and provide necessary management to program staff
2. Must be able to relate effectively to diverse groups of people
3. Ability to manage staff and schedule the day to day activities of campers
4. Ability to teach swimming skills to participants of various skill levels
5. Ability to operate a motor boat
6. Ability to work independently, meet deadlines, and communicate effectively
7. Ability to accurately proof read parent letters
8. Ability to communicate and train staff and campers in risk management and emergency procedures
9. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
10. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
11. Visual and auditory ability to identify and respond to environmental and other hazards related to the in-camp program and the trail
12. Effectively communicate, plan and conduct activities to achieve camper development

SPECIFIC RESPONSIBILITIES:

1. Promote Waterfront safety procedures amongst the staff and campers
2. Continued Waterfront staff training in safety/rescue procedures throughout the session
3. Provide leadership for and in emergency procedures, including Lost Bather, Fire, and Tornado Alerts
4. Supervise all Waterfront staff, including:
 - a. Offer consistent evaluation of staff verbally and in writing. At the close of each session a written and verbal evaluation will also need to be made
 - b. Time-off schedule
 - c. Assignment of staff responsibilities and duties as per Waterfront needs and camper concentration
5. Coordinate programs with Sailing, Pier, and Boathouse
6. Make Program Announcements for activities offered during morning coaching periods
7. Participate in evening activities, opening/closing day events, and special activities including Open Waterfront
8. Submit a written report at the end of Boys/Girls session
9. Complete lesson plans during training week with updates following throughout the summer

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

TIME OFF:

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