



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

## **CAMP MANITO-WISH YMCA - SUMMER CAMP TRIPPING CO-LEADER**

### **MINIMUM QUALIFICATIONS:**

1. Minimum of 18 years of age
2. Leadership experience (preferred)
3. Wilderness trip leading experience (preferred)
4. Desire and proven ability to positively interact, teach, and build outdoor and life skills (including confidence and self-esteem) with youth in wilderness and in-camp settings
5. Certified in Wilderness First Aid/Responder, CPR and Lifeguard or Wilderness Water Safety (Certifications may be obtained through Camp Manito-wish prior to first day of work)
6. Good written and verbal communication skills
7. Good character role model able to demonstrate optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

**RESPONSIBLE TO:** Trips Assistant Director  
Trips Director  
Program Director- Summer Camp Program

### **ESSENTIAL FUNCTIONS:**

1. Able and interested in leading, living alongside, teaching and supporting campers (10-18 years old)
2. Comfortable and interested in outdoor living and outdoor activities
3. Able and willing develop expertise in trip discipline (Canoe, Sea Kayak, or Backpacking)
4. Able and willing to develop expertise in primitive wilderness tripping and backcountry camping
5. Ability to teach campers about outdoor living, program activities, and wilderness tripping as learned in staff training and previous experiences according to Camp Manito-wish policies and practices
6. Ability to effectively communicate, work independently and meet deadlines
7. Ability to effectively communicate and work with campers as related to age and skill levels, providing necessary coordination, instruction and appropriate supervision especially as it pertains to achieving camper development objectives and program risk management
8. Ability to observe camper behavior, assess its appropriateness, enforce safety regulations and emergency procedures, and apply appropriate behavior management techniques
9. Able and willing to accommodate and provide equitable experiences to diverse groups of people
10. Visual and auditory ability to identify and respond to environmental and other hazards related to wilderness and in-camp settings
11. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
12. Ability to work outdoors in diverse weather conditions, while safety is a top priority, candidates should be prepared for exposure to varying weather conditions
13. Able to carry a 75 pound canoe or up to 50 pound portage pack or backpack
14. Able to canoe, kayak or backpack for up to 12 hours in any given day

### **SPECIFIC RESPONSIBILITIES:**

1. Participate as a co-leader (or solo leader as necessary) on wilderness trips
2. Coordinate and assist in pre-trip preparation and post-trip clean-up
3. Assist in Trips House tasks like Trips Orientation, food packing, gear packing and gear maintenance/repair
4. Assist in the responsibility for aspects of camper experiences which include:
  - Responsibility for campers' general health, safety and behavior management in camp and on Trail
  - Knowledge of Program Area, waterfront and Section Game rules while in camp
  - Knowledge of swimming rules while in camp and on Trail
  - Knowledge and implementation of risk management in camp and on Trail
  - Ability to provide support and direction to campers
5. Monitor and display active, sincere concern for campers and staff throughout the session including their behavior, enjoyment, general hygiene and dress (appropriate and clean clothing for weather and activities)
6. Participate in all evening activities, opening/closing day events, and special activities

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7. Assist Trips team in planning and running special activities and events including All Day Initiative (skills days)
8. Maintain and be accountable for all equipment issued from the Trips House or MLC gear room
9. Become familiar with the use and applications of all items in the trip first aid kit
10. Be familiar with emergency procedures in camp and on Trail
11. Provide direction to campers during emergency procedures, in both drills and implementation in case of emergencies
12. Complete detail (cleaning assignment) as assigned and assist in the stewardship of Camp- assist in detail and special projects around Camp and maintaining a high standard of cleanliness in the Trips House, on the Trips Lawn, shared workspaces, program areas and housing
13. Complete all pre- and post-session paperwork including: trip planning paperwork, incidents and near miss reports and assist with camper evaluations
14. Submit an evaluation at the end each session and the end of the summer season as instructed by supervisor
15. Actively participate in all training sessions
16. Attend each meal when not on time-off
17. "Cunot" - take responsibility for a cabin group during cabin activity periods, meals, and at night, as necessary
18. "Convoy" - act as camp representative on buses/vans bringing campers to and from camp at start and end of sessions, as necessary
19. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
20. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
21. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
22. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
23. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
24. Perform other duties as assigned

**TIME OFF:**

1. Two 24-hour and one 12-hour period off per session
2. Time off cannot be taken while on trail
3. Any other time off at the discretion of the Trips Director, Trips Assistant Director, or Program Director