



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

CAMP MANITO-WISH YMCA – OUTPOST TRIP LEADER

MINIMUM QUALIFICATIONS:

1. Minimum of 20 years of age for Introductory Trips, Minimum of 21 years of age for Expeditionary and Advanced Trips
2. Previous leadership experience
3. Wilderness trip leading experience, knowledge of camping equipment, care, and maintenance
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 Responder (WFR), CPR, and Lifeguard or Wilderness Water Safety (Certifications may be obtained through Camp Manito-wish prior to first day of work)
6. Good written, organizational 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: Outpost Logistical Assistant Director
Outpost Program Director
Wilderness Risk Director

ESSENTIAL FUNCTIONS:

1. Plan, coordinate, and lead a safe wilderness trip with youth participants for 14 days (Introductory Trip), 24-30 days (Advanced Trip), or 45 days (Expeditionary Trip) in Canoeing, Sea Kayaking, or Backpacking
2. Demonstrate trip discipline (Canoeing, Sea Kayaking, or Backpacking) knowledge, emergency rescue skills, and general proficiency with navigation, cooking, group management, and other wilderness tripping skills
3. Effectively communicate, work independently, and meet deadlines
4. Effectively communicate and work with participants as related to age and skill levels, providing necessary coordination, instruction, and appropriate supervision especially as it pertains to achieving camper development objectives, and risk management
5. Effectively communicate and work with staff as related to skill levels, providing necessary coordination, instruction, and training especially as it pertains to program risk management and leading wilderness trips
6. Ability to observe participant and staff behavior, assess its appropriateness, enforce safety regulations and emergency procedures, and apply appropriate behavior management techniques
7. Able and willing to accommodate and provide equitable experiences to diverse groups of people
8. Visual and auditory ability to identify and respond to environmental and other hazards related to wilderness and in-camp settings
9. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
10. Ability to work outdoors in diverse weather conditions, while safety is a top priority, candidates should be prepared for exposure to varying weather conditions
11. Able to carry a 75-pound boat or up to 75-pound portage pack or backpack
12. Able to canoe, kayak or backpack for up to 14 hours on any given day

SPECIFIC RESPONSIBILITIES:

1. Maintain Manito-wish philosophies and high tripping standards
2. Maintain the health, safety, behavior and general welfare of trip participants and trip co-leader (as applicable)
3. Communicate with families and participants about Outpost trips as required pre- and post-trip with coordination and approval of the Wilderness Risk Director or Outpost Program Director
4. Complete a detailed itinerary including routes, campsites, and evacuation plans prior to your trip
5. Create a well-balanced, diverse menu and prepare food items on trail using a campfire or backpacking stove
6. Become familiar with the use and applications of all items in the Wilderness First Responder first aid kit

7. Coordinate food and equipment pack-out, pack-in, and related duties for assigned trip(s) and support others as needed
8. Maintain and be accountable for all equipment issued from the gear room
9. Ensure all participants have necessary clothing and equipment essential to their wilderness experience
10. Abide by Camp's systems and policies regarding financial reporting (petty cash management, receipt retention and labeling, appropriate use of funds, accountability for all petty cash)
11. Complete all pre- and post-trip paperwork including: introductory letter, trip logs, participant evaluations, expense logs, incidents and near miss reports, and final family letters
12. Assist in stewardship of Camp, the Manito-wish Leadership Center (MLC) and Outpost program spaces; maintain high standard of cleanliness in the MLC, staff and participant housing, and assist in detail and special projects
13. Actively participate in all training sessions
14. Present information on wilderness and risk management topics to participants both in-camp and in the field
15. Provide directions to participants during emergency procedures, in both drills and in case of emergencies
16. Attend each meal when not on time-off
17. Participate in evening activities, opening/closing day events, and special activities as assigned
18. Monitor and display active, sincere concern for participants and staff throughout the session including their behavior, enjoyment, general hygiene and dress (appropriate and clean clothing for weather and activities)
19. "Convoy" - act as camp representative on buses/vans bringing participants to and from camp at start and end of sessions, as necessary
20. Be prepared to serve as one of Camp's drivers, as necessary
21. Submit a report/evaluation at the end of the summer season as instructed by supervisor
22. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
23. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
24. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
25. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
26. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
27. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
28. Perform other duties as assigned

TIME OFF:

1. Time off as assigned by Wilderness Risk Director or Outpost Program Director in consideration to staff training and training trips
2. Time off cannot be taken while on trail. Staff will be paid out for one additional day of work for every seven days on trail- varies by trip length and session