



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

CAMP MANITO-WISH YMCA – BEHAVIORAL AND WELLNESS DIRECTOR

MINIMUM QUALIFICATIONS:

1. Minimum of 21 years old
2. Experience working with individuals in high emotional states and/or with behavioral challenges
3. Desire to positively interact with individuals under distress both at camp and in the wilderness setting
4. Previous leadership experience in a youth development setting
5. Good written, organizational, and verbal communication skills
6. Strong and good character: Optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability
7. Recommended training such in Mental Health First Aid or equivalent

RESPONSIBLE TO: Operations Director

ESSENTIAL FUNCTIONS:

1. Support the wellness of all participants and staff
2. Must be able to relate effectively to diverse groups of people
3. Assist Full Time Staff in responding to urgent and/or elevated behavioral situations
4. Build trusting relationships with participants and staff
5. Serve as a member of the Seasonal Administrative Team
6. Assist with delivery of staff training sessions including but not limited to topics related to prevention and intervention of participant behavioral challenges, self-care, and building relationships
7. Collaborate with appropriate staff to create support plans as needed
8. Support and assist participant and staff behavioral challenges
9. Work within confidentiality and care guidelines and boundaries
10. Build, deliver, and evaluate trainings for all participants and seasonal staff
11. Communicate with parents/guardians as necessary
12. Ability to effectively communicate and work with all Camp programming
13. Ability to work independently, meet deadlines, and communicate effectively

SPECIFIC RESPONSIBILITIES:

1. Attend daily administrative meetings
2. Be present in daily life of Camp for all three programs
3. Act as a driver when needed to meet Camp's operational need
4. Assist frontline staff with their participants as necessary
5. Assist with proof-reading letters home to the families of participants
6. Participate and support in special activities, evening activities, and opening/closing day events
7. Assist in creatively leading additional program areas and/or cabin or trip group coverage when supervision is needed
8. Monitor and display active, sincere concern for participants, ensuring that staff is attentive to participant needs, including their behavior, enjoyment, general hygiene, and dress
9. Maintain open lines of communication with all three programs, health center, kitchen, and front office with periodic check-ins
10. Communicate camper, participant, or staff concerns in a timely and confidential manner to full time staff. Check-in with appropriate administrative staff (sectionals, program directors, etc.) prior to direct engagement unless emergent.
11. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements

12. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
13. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
14. Provide opportunities for participant/staff discussion centering on Camp's mission and personal growth
15. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
16. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
17. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
18. Perform other duties as assigned

TIME OFF:

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