



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

CAMP MANITO-WISH YMCA

POSITION TITLE: WILDERNESS RISK DIRECTOR

JOB STATUS: FULL-TIME, EXEMPT

REPORTS TO: OPERATIONS DIRECTOR

POSITION SUMMARY: Provide leadership, hiring support, training oversight, participant development, program design and recruitment to the Wilderness Tripping Program and deliver impactful, mission-driven and innovative experiential programming to all participants and staff. Our Wilderness Tripping Program consists of small-group, remote wilderness trips for ages 10 and older, focusing on the technical and interpersonal skills needed for wilderness travel. Participants fine-tune their leadership abilities through the challenge of a 2-45 day canoeing, backpacking or sea kayaking trip. This role will oversee all aspects of wilderness tripping across all three of Camp's programs (Outpost, Summer Camp, and Leadership). This role will include risk management oversight for all programs

ESSENTIAL FUNCTIONS:

- Collaborate with Operations Director, Camp Director, and Property Manager (Operations Team) for effective oversight of all operations.
- Responsible for establishing, educating and implementing evacuation logistics.
- Develop and maintain strong partnerships with land agencies and obtaining applicable permits.
- Coordinate planning of the Outdoor Leaders School with support from Camp Director and Operations Director
- Collect, analyze, and make improvements based on program evaluations, incident reporting, and staff debriefings.
- Hire and supervise Outpost Program Director.
- Responsible for the day-to-day operations and direct oversight of the Outpost Program, Leadership Program, and the Summer Camp Program tripping program.
- Collaborate with Camp Director on the hiring, managing and evaluating of applicable seasonal staff.
- Collaborate with Director of Marketing and Recruitment to meet participant and staffing recruitment goals.
- Implement curriculum and lesson plans for staff training, participant learning outcomes and staff development.
- Oversee and maintain risk management efforts such as ACA standards, child abuse prevention best practices, and support efforts for insurance and state health requirements.
- Be a leader to inspire collective dialogue, education, and action to ensure a diverse and inclusive culture at Camp Manito-wish.
- Create and take responsibility for appropriate budget expenses in collaboration with the Camp Director and Operations Director.
- Operate as a voice of program, with the Camp Director and Operations Director, to parents, alumni, community stakeholders and prospects.
- Implement appropriate aspects of the strategic plan.
- Hold 24-hour on-call responsibilities in rotation with other staff and respond to emergencies.
- Live on-site and fulfill host duties as assigned throughout the year.
- Assist with recruiting partners, supporting group facilitation, providing staff training support and performing administrative duties, including payroll.
- Skills to utilize Microsoft office applications and other administrative tools.
- Other duties as assigned.



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KNOW HOW:

- To perform satisfactorily, the applicant should bring the following credentials, experience and skills to this position:
- A bachelor's degree from an accredited college, university, or equivalent.
- Minimum three years experiential program development and management in various contexts including challenge course facilitation.
- Minimum three years wilderness tripping experience including logistical and safety planning
- Excellent communication skills to interface with program participants, parents, volunteers, alumni, staff, and administration.
- Successful experience in hiring, training, supervision of and proven experience leading a collaborative team.
- Ability to effectively manage staff and program models to meet specific outcomes for programs.
- Wilderness First Responder certification or ability and willingness to obtain certification within the first 6-months of employment.
- ACCT Challenge Course Certification or ability and willingness to obtain certification within 6 months.
- Serve Safe Food Manager license or ability and willingness to obtain certification within 6 months.
- Ability to allocate time spent recruiting partners, supporting group facilitation, providing staff training support and performing administrative duties.
- Skills to utilize Microsoft office applications and other administrative tools.
- Ability to drive with a driving record that meets organizational expectations.

EFFECT ON END RESULTS:

The effectiveness of this position will be measured by:

- The annual budget created, expense tracking complete, and annual budget goals are met.
- The degree to which the organization's risk management protocols are implemented consistently.
- The demand for Camp Manito-wish programs as evidenced by enrollments and waiting lists.
- The degree to which parent communications are timely and effective.
- The degree to which Camp is viewed as a leader within the Camp community in assigned areas of responsibility.
- Maintain Camp's commitment to a diverse, inclusive, and equitable environment
- The degree of job satisfaction of the seasonal staff which leads to consistently high return rates.
- Fulfilling the Mission, Vision, and Commitment in delivery to staff and participants.
- Successful completion of assigned strategic plan goals.