



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

CAMP MANITO-WISH YMCA – TRAINING TRIP LEADER

MINIMUM QUALIFICATIONS:

1. 21 years of age (preferred)
2. Minimum of 1 year experience facilitating wilderness trips at Camp Manito-wish YMCA
3. Wilderness trip leading experience, knowledge of camping equipment, care and maintenance
4. Knowledge of Manito-wish trail policies, procedures, and trail curriculum
5. Ability to work independently and review all pre-summer materials
6. Desire and proven ability to positively interact, teach, and build outdoor and life skills (including confidence and self-esteem) with youth and staff in wilderness and in-camp settings
7. 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)
8. Good written, organizational and verbal communication skills
9. Good character role model able to demonstrate optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

RESPONSIBLE TO: Program Director- Wilderness Program

ESSENTIAL FUNCTIONS:

1. Ability to coordinate, and lead a safe wilderness trip with staff for participants for 4 days (11 days for Western Training Trip Leader) in a designated discipline of Canoeing, Sea Kayaking, or Backpacking
2. Able to demonstrate outdoor living and wilderness tripping knowledge and proficiency
3. Able to demonstrate trip discipline (Canoe, Sea Kayak, or Backpacking) knowledge, emergency rescue skills, and general proficiency
4. Ability to effectively communicate, work independently and meet deadlines
5. Ability to observe staff behavior, assess its appropriateness, enforce safety regulations and emergency procedures, and apply appropriate behavior management techniques
6. Ability to 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, trail policies, procedures, and protocols, group management techniques and leading wilderness trips
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. Able to carry a 75 pound canoe or up to 50 pound portage pack or backpack
11. Able to canoe, kayak or backpack for up to 12 hours in any given day

SPECIFIC RESPONSIBILITIES:

1. Maintain Manito-wish philosophies and high tripping standards
2. Maintain the health, safety, and general welfare of trip participants and trip co-leader (as applicable)
3. Communicate with staff about Outpost training trips as required pre- and post-trip with coordination of the Program Director or Outpost Director
4. Review and confirm trip itinerary including, routes, campsites, and evacuation plans before leaving camp
5. Create a well-balanced and diverse menu and assemble all food items needed in the field
6. Become familiar with the use and applications of all items in the Outpost 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. Monitor and display active, sincere concern for staff including their behavior, enjoyment, general hygiene and dress (appropriate and clean clothing for weather and activities)
10. Assure that all participants have necessary personal clothing and equipment essential to their wilderness experience
11. Abiding 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)
12. Complete all pre- and post-trip paperwork including: trip logs, evaluations, expense logs, incidents and near miss reports
13. Assist in the stewardship of Camp, the Manito-wish Leadership Center (MLC) and Outpost program spaces; maintain a high standard of cleanliness in the MLC, Outpost staff and participant housing, and assist in detail and special projects around Camp
14. Actively participate in pre-trip meeting and training, as applicable
15. Present information on various wilderness and risk management topics to staff both in-camp and in the field
16. Provide direction to staff during emergency procedures, in both drills and implementation in case of emergencies
17. Attend each meal when not on time-off
18. Be prepared to serve as one of Camp's drivers, as necessary
19. Submit a report/evaluation at the end of the training trip
20. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
21. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
22. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
23. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
24. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
25. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
26. Perform other duties as assigned

TIME OFF:

1. One 24-hour period off per week
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
3. Any other time off at the discretion of the Program Director