



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

CAMP MANITO-WISH YMCA

POSITION TITLE: PROGRAM DIRECTOR – SUMMER CAMP

JOB STATUS: April 15 – October 31, 2025

REPORTS TO: CAMP DIRECTOR

POSITION SUMMARY: In partnership with the Program Team and Operations Team, ensures the programs are operating at the highest level of excellence by incorporating character and leadership development through the Manito-wish collaborative leadership model. Works collaboratively to hire and train the best staff, implement program delivery and provide an overall participant and staff experience that embraces the [Manito-wish](#) Mission, Vision, and Commitment.

ESSENTIAL FUNCTIONS:

- In collaboration with the Camp Director, set direction and standards of excellence for program delivery under Summer Camp with the capability to support Leadership and Outpost Programming
- Coordinate with the hiring team on seasonal staff rehires
- In collaboration with the Program Team, implement trainings, evaluate, and utilize outcome focused participant curriculum as related to assigned program areas
- Supervision of assigned seasonal staff teams
- In collaboration with Camp Director, coordinate all aspects of assigned program areas including, but not limited to pre-arrival communications, on-site program delivery, transportation, evacuations, permitting and post departure evaluations
- Assist in tracking and achievement of annual operating results within budget
- Build positive relationships with families and seasonal staff which leads to greater retention of staff and campers
- Positively represent camp within the YMCA, ACA, land agencies, and other appropriate kindred organizations and community groups
- Responsible for program purchases and inventory related to summer camp
- Collaborate with Operations Team and Program Team to organize staff housing assignments and supervise housing policy and effectively implement staff check-outs
- Implements assigned areas of the strategic plan and DEI objectives
- Participate as a part of the camp recruitment team, including off-site promotion
- Willing and able to uphold Camp's Mission, Vision and Commitment Statements
- Commits to the highest standards of Child Abuse Prevention policies and practices directed by Camp Manito-wish YMCA
- Hold 24-hour on call responsibilities in rotation and respond to emergencies as needed as detailed in the Crisis Action Plan
- Positively represent camp within the YMCA, ACA, land agencies, and other appropriate partner organizations
- Live on-site and fulfill host duties as assigned
- Support front of the house dining services to ensure overall quality of meal service
- Collaborate with Health Services Team including Operations Director for seamless quality health care for campers and staff
- Fulfill other duties as assigned



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KNOW HOW:

- A Bachelor's degree or equivalent experience
- Successful experience supporting staff and the ability to lead collaborative teams
- Minimum one to three years of leading and supporting best practices of summer camp
- First Aid/CPR or greater certification or ability and willingness to obtain certification prior to June 1st
- Ability to work with others, adapt to fluid situations and be a servant leader
- Ability to travel to recruit participants and staff
- Proficiency in completing tasks via administrative functions such as Microsoft products etc.
- Preferred experience in overnight camping and our primary methods of wilderness tripping - canoeing, backpacking and sea kayaking
- Excellent communication skills to interface with our constituents such as campers, families, staff, etc.
- Preferred experience in staff hiring, training, supervision and evaluation
- Ability and current license to drive with a record that meets insurance and organizational expectations

EFFECT ON END RESULTS:

The effectiveness in fulfillment of this position will be measured by:

- Maintains recognizably outstanding programming based on the overall theme of collaborative leadership, character development and wilderness tripping
- Annual budget responsibilities are met
- A positive employment experience for seasonal staff are met
- Meet or exceeds camper's and families' expectations
- Fulfilling the Mission, Vision, and Commitment in delivery to staff and participants