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CAMP MANITO-WISH YMCA

POSITION TITLE: EMERGING PROFESSIONAL IN CAMPING (EPIC) PROGRAM DIRECTOR

JOB STATUS: FEBRUARY 16 – APRIL 10, 2026

REPORTS TO: CAMP DIRECTOR & WILDERNESS RISK DIRECTOR

POSITION SUMMARY: This position offers a dynamic, hands-on opportunity to explore the full spectrum of a career in camping and outdoor leadership. From hiring and recruitment to program facilitation, hosting, preparation, and networking, you'll gain valuable experience that builds your resume and professional confidence. Whether you're discerning your future path or deepening your commitment to youth development, this role provides meaningful exposure to the inner workings of a mission-driven camp environment. Additionally, this position can be tailored to meet the requirements of an educational, for-credit internship.

ESSENTIAL FUNCTIONS:

Staff Recruitment & Hiring

- Assist in the recruitment of high-quality staff for the Leadership, Outpost, and Summer Camp programs.
- Serve as an active member of both the program team and the staff/camper recruitment teams.
- In collaboration with the Operations Team:
 - Track applicant progress through the hiring pipeline.
 - Schedule and conduct interviews.
 - Make and document reference calls.
 - Maintain consistent communication with applicants throughout the interview and onboarding process.
 - Create and distribute the Seasonal Staff Newsletter.

Marketing & Outreach

- In collaboration with the Program and Operations Team:
 - Maintain and update online recruitment portals.
 - Attend recruitment events and represent Camp Manito-wish YMCA with professionalism and enthusiasm.
 - Coordinate with educators to deliver classroom presentations.
 - Reach out to prospective staff and participants via phone, email, and messaging platforms using provided contact lists.
 - Adapt, share, and track engagement with the Staff Incentive Program.
 - Support camper and participant recruitment efforts.
 - Contribute creative ideas for new recruitment strategies.
 - Design and distribute recruitment-related marketing materials, including digital and social media content.
 - Produce and share the monthly "Winter in the Pines" video.

Other Duties

Camp Manito-wish YMCA staff will work closely with the selected candidate to explore the many facets of a career in camping. Throughout the position, the candidate will engage with all areas of the Camp team—including Summer Camp, Outpost, Leadership, Administration, and Property—to gain a well-rounded understanding of camp operations. Together with the year-round team, a primary area of emphasis will be identified, with the expectation that approximately one day per week will be dedicated to that focus area.

Key Responsibilities

- Foster open communication with staff through an open-door policy, phone, email, forums, and newsletter contributions.
- Support Winter/Spring Leadership Programming as a facilitator and/or administrator.
- Host Manito-wish groups, including being on-call at least one weekend per month and assisting with activity coordination and facilitation.
- Collaborate with year-round staff to plan and strategize for summer program delivery, including designing staff training and cultivating seasonal staff culture.
- Contribute to additional projects and responsibilities as assigned, based on evolving needs and interests.

The expectation for this position is to continue employment as a Seasonal Program Director.

KNOW HOW:

- Familiarity with requirements, roles, and expectations of seasonal staff positions
- Ability to parlay candidate experience to existing Camp Manito-wish YMCA job opportunities
- Familiarity with the Camp Manito-wish YMCA camper and staff population
- Microsoft Office and Teams experience is preferred
- Ability to learn our database software required

EFFECT ON END RESULTS:

The effectiveness of this position will be demonstrated by:

- Delivering consistently high-quality programming rooted in collaborative leadership, character development, and wilderness tripping.
- Meeting annual budget goals and demonstrating responsible financial stewardship.
- Creating a positive and supportive employment experience for seasonal staff.
- Meeting or exceeding the expectations of campers and their families.
- Upholding and advancing the Mission, Vision, and Commitment of Camp Manito-wish YMCA in all interactions with staff and participants.

BENEFITS:

- Salary: Starts at \$700/week
- 2 days of PTO, 2 sick days
- \$35/month cell phone reimbursement
- Up to \$350 reimbursement for medical insurance reimbursement (with proof of individual receipt of cost)
- Furnished, on-site housing included
- Meals when provided on site while Camp Manito-wish programming is in session
- Connection to the Emerging Professionals in Camping Network through the ACA
- A lasting Mentor/Mentee relationship with one of our Alumni Mentors who is well connected and versed in your area of interest

HIRING TIMELINE:

- Applications are accepted now through November 7th
- Interviews conducted mid-November

SEND RESUME AND COVER LETTER TO:

Sean Diamond, Camp Director, sean.diamond@manito-wish.org

Revised 10/2025