

FAMILY YMCA OF MARION AND POLK COUNTIES
JOB DESCRIPTION
YMCA CAMP SILVER CREEK



JOB TITLE: Unit Director
REPORTS TO: Program Director
FLSA TYPE: Full Time; Seasonal; Exempt
DEPARTMENT: Camping

GENERAL FUNCTION

The Unit Director is responsible for the supervision of 6-8 camp staff and up to 40 campers in an overnight camp setting. The Unit Director is responsible for planning and leading camp activities will work as a resource to support the development of both staff and campers.

ENTRY REQUIRMENTS AND TRAINING

- Age 21 or over by June 1 preferred.
- Two years of college or equivalent in camping experience.
- Prior leadership with groups of children at camps, youth groups, community groups.
- Prior experience developing and implementing curriculum, preferably in the camp setting.
- Supervisory experience, especially with one's peers, preferred.
- Posses desire and ability for working with children.
- Ability to understand the needs of campers and place campers' needs and camp's needs ahead of personal needs.
- Ability to relate effectively to one's peers, supervisors, and children effectively.
- Find enjoyment in outdoor living and have an appreciation and understanding of the natural environment.
- Possess flexibility, maturity, and the ability to to work with a minimum of supervision.
- Good character and ability to act as a role model for youth.
- Current First Aid & CPR Certification.

PRINCIPAL ACTIVITIES

- Supervise counseling staff assigned to unit, serving as their leader and mentor and provide ongoing feedback and coaching.
 - Check in with unit staff daily, provide support and leadership for each counselor.
- Ensure counselors provide supervision, leadership and guidance to campers.
- Serve as a good role model for camp behavior for staff and campers.
 - Assume responsibility for the health, welfare, and safety of campers under their supervision.
 - Work with the Program Director to plan and implement camp programming including: chapel, twilight games, all-camp activities, campfire.
 - Work in program areas as assigned.
 - Provide coverage for cabin groups as needed.
 - Communicate with Camp Director on a daily basis about needs of staff and campers within unit.
 - Communicate with parents at check-in and check-out days or as needed.

WORKING CONDITIONS

- Physically able to accompany campers to and participate in all camp activities.
- Able to communicate verbally with campers and to provide instructions.
- Possess visual and auditory ability to respond to critical incidents and physical ability to act swiftly in emergency situations.
- Able to observe camper behavior, respond to health and safety concerns and deal appropriately with camper behavior.

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- Able to work long hours including nights and weekends.
- Able to work outdoors in varying weather conditions (rain, heat, etc) and live in a rustic outdoor setting.
- Able to follow all camp rules and YMCA policies and procedures as outlined in the Staff Handbook.
- May work at another camp location as needed.

This job description may not be all inclusive and employees are expected to perform all other duties as assigned and directed by management. Job descriptions and duties may be modified when deemed appropriate by management.

Employee Name: _____

Employee Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____