



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPEN POSITION ANNOUNCEMENT

- Position:** Summer Camp Director (FT)
- Locations:** YMCA Camp Minikani (875 Amy Belle Road Hubertus, WI)
- Reports to:** Director of Program Operations – Camp Minikani
- Wage Range:** Commensurate with Experience

Major Responsibilities:

- Create and maintain strong relationships with camp stakeholders including parents, campers, staff, prospective users and alumni
- Collaborate with Camping Services staff to ensure successful marketing and engagement plans are created and implemented. Utilize brand marketing tools to ensure strong enrollment and retention of campers
- Ensure staffing model meets camp enrollment needs and staff are hired based on excellence in performance
- Coach, train and ensure staff delivers consistent excellence in summer duties including in-person service and camper engagement. Utilize resources beyond internal camp staff to deepen the training program
- Develop staff training and staff expectations centered on kid-focused programming throughout all aspects of the summer program that implement the Vision and Values of the YMCA and Camp Minikani
- Ensure successful summer and winter camp programs by coordinating and implementing all details and logistics of both programs
- Understand and implement the corrective action process with staff not meeting policies and procedures
- Lead the administration of retention events and outreach meetings, including Camp for Kids
- Review parent and camper evaluations from the summer camp program and institute changes as needed. Report to the Program Committee of the Board of Managers on updates, trends and changes
- Work within budgeted guidelines for revenue and expense and ensure appropriate enrollments to meet revenue goals. Solicit feedback from seasonal staff in order to appropriately supply skill areas
- Ensure that summer camping programs meet all ACA, ACCT, State, Health Department and YMCA guidelines
- Responsible for ensuring that Camp Minikani maintains its American Camping Association accreditation.
- Assist with group facilitation and school group programs as needed
- Year-round oversight and management of Leadership Training program.
- Required to live on site at Camp Minikani from May 15 – September 1 each year. Room and board provided during this time
- Accountable to the Minikani Operations Executive for execution of policies and procedures of the Association

Qualifications:

- A four year degree in education, recreation or a related field is required
- Minimum of 2-3 years of proven success in the summer camp setting
- Should have a positive history of leadership in the areas of staff development, relationship building and program management
- Proven ability to establish and maintain favorable relationships with people of diverse backgrounds required
- Current certifications in CPR, First Aid, Lifeguarding, and Challenge Course Inspector certifications are preferred
- Valid driver's license required

Benefits:

Excellent benefits include health/dental/life insurance, 12% fully paid retirement plan, free membership and discounted YMCA child care and other programs. The incumbent will exhibit the core values of caring, honesty, respect, and responsibility in all aspects of their work with the YMCA

Deadline: September 2, 2016

Apply Online: <https://apply.ymcamke.org>

The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility

**Equal Opportunity Employer
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DIVERSE WORKFORCE**