



SUMMER CAMP JOB ANNOUNCEMENT/DESCRIPTION

POSITION TITLE: Camp Coordinator
REPORTS TO: Camp Director
DATE: Summer 2023

YMCA Camp Glacier Hollow offers a variety of Overnight and Day Camps for youth ages 7-17. We are dedicated to providing a safe, fun, and small group environment which develops the spirit, mind, and body of each individual. Youth and teens learn about the environment, develop positive values, make meaningful friendships, learn new skills, and increase self-confidence. In our community of caring adults, Y Camp Glacier Hollow helps kids grow and find themselves. Camp is nestled just 14 miles east of Stevens Point in beautiful Central Wisconsin on Lake Elaine and serves up to 175 campers per week and runs from June – August annually.

GENERAL FUNCTION:

The Day Camp/LIT Coordinator is responsible for planning and leading general program operations, staff and camper supervision, office administration, camper files, record keeping, program schedule planning/organization, and camp programming. Health care duties include assisting the Health and Office Coordinator in overseeing the health of campers and staff (camper health checks, administering camper medications, first aid and sick camper treatment/documentation). Responsible for both day camp and LIT programming and other duties as assigned. May also be assigned to assist the Overnight Camp/CIT Coordinator with leadership of Overnight Camp and CIT programs.

QUALIFICATIONS:

The Day Camp/LIT Coordinator must be at least 18 years of age and have previous camp or related leadership experience. Preference will be given to applicants who have completed college course work or a degree in camp administration, youth development/education, recreation, health related fields, and/or previous camp experience. Previous leadership experience and/or desire to work with youth and teens is required. A valid driver's license required. Lifeguarding certification preferred. Must be a positive role model, flexible, energetic, and a dedicated, responsible team player. Online pre-camp training may be required.

PHYSICAL REQUIREMENTS:

Must be able to respond to campers or staff needing first aid in various situations around campgrounds. Must be able to lead and participate along with groups of campers in various physical activities and in various indoor/outdoor settings. A high level of physical fitness, energy, and stamina, as well as, being able to lift/carry/load heavy supplies and equipment is required. Such activities include traditional camp activities, canoeing, team building, swimming, and other sports and activities. Prior to work all staff will be required to provide a Physician signed health examination.

SALARY:

Pay starting at **\$410** per week (depending on experience and qualifications) from approximately May 22 – September 1, 2023.

WORK SCHEDULE:

The Stevens Point Area YMCA has a full schedule of programs during the summer months, including programs that continue on some weekends and holidays. Typical schedule for the Day Camp/LIT Coordinator is Sunday – Friday and will include day, evening, some overnight and weekend times. A schedule will be arranged in advance.

APPLICATION DEADLINE:

Positions will be filled as qualified applicants are identified. For more information and application forms, please contact: Stevens Point Area YMCA, 1000 Division Street, Stevens Point, WI 54481, (715) 952-2980. Applications accepted online at www.spymca.org/jobs/.