



## Rye YMCA Village Director (STEAM Camp)

### POSITION SUMMARY:

Under the supervision of the Camp Director, the Village Director is responsible for providing direct leadership to camp participants and guidance to Camp Staff and C.I.T.'s in supervision of groups of children during camp operations and off-site trips. This includes management of program curriculum, parent communications and maintaining a safe and controlled environment throughout all activities. In this role you will work with children through the ages of potentially 3 years old through 14 years old (depending on assignment). You will teach swim lessons or supervise free swim in the pool and assist/lead many of other physical activities (see camp brochure for the full list). Must adhere to the Y's four core values at all times (caring, honesty, respect and responsibility).

### ESSENTIAL FUNCTIONS:

1. Oversee direct leadership of senior counselors and their assigned camp counselors and CITs.
2. Maintain counselor-to-camper ratios according to health department regulations.
3. Set the tone and provide guidance to an assigned of camp participants.
4. Coordinate and execute STEAM camp curriculum in accordance with the specific needs and interests of the YMCA and participants involved.
5. Assist in setting staff schedules and managing appropriate coverage to maintain staff ratios.
6. Directly responsible for consistent and professional parent communications.
7. Assist the Camp Directors in the overall leadership of Upper Camp operations.
8. Development of organized plans and structure for instruction/management of all classes.
9. Project a positive and enthusiastic image on the job at all times, to include wearing YMCA-labeled gear every day.
10. Cultivate strong working relationships with YMCA members, staff, program participants and parents.
11. Effectively cooperate in the administration of all camp policies and programs.
12. Act as chaperone for children on camp trips.
13. Attend all required staff meetings, trainings, and special events.
14. Assist in training other staff/volunteers as needed.
15. Actively participate in daily swim time in the water with the children
16. Know the exact attendance for all children attending camp, and make certain that a true head count is taken throughout the day.
17. Respond to all medical emergencies as they occur and record them in the camp medical log.
18. Use sound and mature judgment in making decisions which affect the safety of camp participants and staff, and ensure the quality of the trip program.

### QUALIFICATIONS:

1. The incumbent must be at least 21 years of age with 3+ years of experience.
2. Must have the ability to provide physical support/assistance to campers in active sports and swimming (this may mean the ability to hold up 10 lbs. in the water or support 30 lbs. during sports activities).
3. Must have the ability to see and hear visual cues amongst staff and members as well as the ability to respond back to those cues.

### PHYSICAL DEMANDS:

1. Acceptable eyesight (with or without correction).
2. Acceptable hearing (with or without correction).
3. Ability to communicate both orally and in writing.
4. Ability to lift up to 30 lbs.

**Age Requirement:** Applicants must be at least 18 years old by July 1<sup>st</sup>, 2019

**Salary Range:** TBD

**Duration:** Summer Position - June 26 to August 18 (8 weeks, Mon-Fri)

**Hours:** 35 Hours per week