



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CAMP JORN YMCA - PROGRAM DIRECTOR

Job Title: **LEADERSHIP DIRECTOR**

FLSA Status: Exempt

Status: Seasonal

Reports to: Camp Operations Director

Department: Summer Camp

Revision Date: 10/10/2025

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Provides direct leadership to plan, coordinate, and supervise programming for TEVA, LIT & CIT programs of Resident Camp.

ESSENTIAL FUNCTIONS:

1. Assists with leading, scheduling, planning, and preparing general leadership program operations in accordance with Camp Jorn guidelines.
2. Responsible for providing a safe, high-quality environment for all campers and staff through maintaining compliance with program policies, procedures and schedules.
3. Provide guidance, feedback and resources to leadership counselors. Mediate interpersonal issues as they arise and help create a healthy, supportive staff culture.
4. Aid in the development of leadership program curriculum and implementation with a focus on character development and program specific values and goals:
 - a. TEVA – Intro to Leadership: Teamwork, Education, Values & Adventure
 - b. LIT – Leader in training – Discovering and embodying one's unique leadership style
 - c. CIT – Counselor in Training - Becoming an excellent counselor and role model at Camp Jorn
5. Ensure and enforce all safety, health and emergency policies and guidelines among campers, peers, parents, and guests.
6. Uphold and maintain Camp Jorn, YMCA and ACA standards in regards to camp activities.
7. Ensure the appropriate preparation and clean-up of equipment and activity spaces.
8. Work closely with program directors to align schedules and rosters.
9. Be an active member of the Lead Team – assist and participate in special activities, evening activities, opening/closing day events and counselor coverage.
10. Build effective, authentic relationships with campers; helping them connect with each other and to Camp Jorn YMCA.
11. Assist with check-in/check-out processes while displaying professionalism and forming connections with families.
12. Other duties as assigned, including but not limited to: kitchen/dishwashing assistance, general maintenance, camp beautification, cleaning bathrooms, lifeguarding, etc.

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Builds effective, supportive working relationships with staff.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Strives to deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships.

QUALIFICATIONS PREFERRED:

1. Possess current certifications in CPR/First Aid/AED, Lifeguard, & Wilderness FA
2. Previous camp experience.
3. Proven leadership ability with organizational skills and a talent for supporting others.
4. Ability to observe camper behavior and apply appropriate behavior management techniques.
5. Ability to identify and respond to hazards in camp, respond and implement emergency plans.
6. At least 21 years of age preferred.
7. Ability to build relationships with campers, parents and staff.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Physical ability to participate in camp activities such as but not limited to hiking, canoeing, running, physical games, and activities.
- Ability to lift equipment up to 50 pounds.
- Ability to plan, lead and participate in a range of activities in a variety of outdoor/indoor settings.
- Ability to respond to critical situations and act swiftly in an emergency.
- Ability to respond to the emotional and physical needs of campers, even at odd hours or in the night.
- Ability to work in loud, high-energy and at times overstimulating environments.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____