



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CAMP JORN YMCA- MEDIA SPECIALIST

Job Title: **MEDIA SPECIALIST**

FLSA Status:

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. The media specialist is responsible for photographing activities at camp and sharing media with families.

ESSENTIAL FUNCTIONS:

1. Provide a safe, high-quality environment for all campers and staff through maintaining compliance with program policies, procedures and schedules.
2. Take quality, engaging photographs and videos of all program areas and activities across Day Camp, Resident Camp, and Sprouts Camp. Strive to take photos of every camper and cabin/group.
3. Regularly upload photos to SmugMug after reviewing and editing them.
4. Regularly share creative media via social media including Facebook and Instagram, with thoughtful captions and messages to help marketing, engagement and outreach efforts.
5. Share inspiring stories of campers and staff through social media which capture the essence and culture of Camp Jorn.
6. Create a slideshow to be presented at the end of each Resident Camp session.
7. Maintain the cameras and equipment provided by Camp Jorn
8. Build effective, authentic relationships with campers; helping them connect with each other and to Camp Jorn YMCA.
9. Other duties as assigned, including but not limited to: Kitchen and dishwashing assistance, general maintenance, camp beautification, 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:

1. At least 18 years of age.
2. Possess or intend to obtain current certifications in CPR/First Aid/AED.
3. Solid knowledge of camera operation and a great eye for composition.
4. Previous photography, content creation and social media experience.
5. A student or graduate studying communications, photography, social media or a related field is preferred but not required.
6. Proven leadership ability with organizational skills and a talent for supporting others.
7. Ability to observe camper behavior and apply appropriate behavior management techniques.
8. Ability to identify and respond to hazards in camp, respond and implement emergency plans.
9. Ability to build relationships with campers, parents and staff.
10. Self-motivated, creative, organized, energized and community-oriented.

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 efficiently move around camp, including standing and walking on rough terrain for extended periods of time.
- The ability to work in outdoor conditions and environments for extended periods of time.
- 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: _____

Tentative Schedule

- Sundays – Whenever an RC Session Begins 3-8pm / 5 hours
- Monday 9am-5pm/ 7.5 hours
- Tuesday 4-9pm / 5 hours
- Wednesday 9am-5pm / 7.5 hours
- Thursday 4-9pm / 5 hours
- Friday – Whenever a RC Session Ends - Friendship Fire Nights 1-10pm / 8.5 hours
- Saturday – Send the bus off or just post final shots from Friday night / 1.5 hrs ?

Picture uploads on Sundays (6-8pm), MWF from 12-2, Tu & Th from 8-9, and Sat morning.