I wanted to alert you to the hiring plans for a nature head for my beloved YMCA camp in Fremont, MI. I have included a link for a job description and a video from this year:

https://www.youtube.com/watch?v=jvbKNijs2ak

The Nature area head is also a senior counselor with a cabin assignment.

Any questions can be directed to me at Echo@Heisinger.org or to Sarah Cort, Camp Director, at SarahC@mcgawymca.org

Thanks and happy holidays,
Chuck Heisinger
MCGAW YMCA IN EVANSTON CAMP ECHO JOB DESCRIPTION

IDENTIFICATION:
Job Title: Area Head and Senior Counselor (Camp Echo Summer Camps)  
Department: (80) Camp Echo
Classification: Exempt (salaried)  
Full or Part-time: PT/Seasonal
Reports to: Main Camp Directors & Program/Aquatics Manager, Camp Echo
Revision Date: 10/7/2015

Areas: Archery, Biking, Boating & Canoeing, Climbing, Dance, Drama, Fishing, Nature, Sports, Swimming

SPECIFIC DUTIES (As Area Head):
• If possible, works with the Summer Camps Director in the spring to order necessary supplies for the program area.
• Works with the Summer Camps Director during the summer to order necessary supplies for the program area.
• Maintains written records on the training and regular observation of staff members who work in the area.
• Observes staff members who work in the area, providing coaching, encouragement, and necessary correction.
• Keeps the physical program area neat and clean.
• Develops and implements lesson plans for the program area camp activities and rainy day contingency plan.
• Oversees program supervision for either fun swim or twilight fun
• Cares for and maintains equipment, supplies and property of camp
• Keeps accurate records of camper achievement that can be used in subsequent years
• Updates the Program Area Notebook and submits and inventory and list of needs at season's end.

SPECIFIC DUTIES (As Senior Counselor):
• Prepares for the arrival of the group by reading "Personal History Forms" and other relevant material.
• Implements ice-breaker and group-building activities on the first day to ensure that the group becomes friends.
• Establishes cabin routines and implements a system for fair rotation of cabin and service task duties.
• Watches out for the health and safety of his/her campers, especially regarding: (ACA HW-13.1)
  - appropriate and diligent use of sunscreen and bug spray; washing hands before every meal; daily brushing of teeth and use of the KYBO; regular showers; sniffles, coughing, rashes, sores, blisters, and head (or other) scratching; and getting enough rest, proper eating, and drinking plenty of water.
• Manages behavior of campers, especially regarding physical, emotional, or verbal abuse of others. (ACA HR-16)
• Pays particular attention to group dynamics, and works with the Co-Counselor to solve problems.
• Supervises the cabin group at meals and helps make the dining experience pleasant and healthy.
• Actively encourages campers who receive "Bunk Reply Forms" to write and submit them on a timely basis.
• Accountable for parent letters each session, shared with Co-Counselor.
• Plans and leads a "Taps Talk" at bedtime each night.
• Shares the after-bedtime supervision and the during-Saska supervision with Co-Counselor.

ADDITIONAL DUTIES:
• Maintains the cleanliness of the living space and office space to which he or she is assigned.
• Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
• Reports maintenance needs to the Property Manager.
• Aids in the development and education of assistant counselors and CITs
• Shares responsibility of staffing layovers or bus duty with other staff members
• Shares in the planning and execution of flag raising and chapel duties
• Maintains positive relationships with campers, parents and other staff
• Encourages physical, emotional and spiritual growth and positive character development in all campers
• Works to increase his or her own cultural competence and helps to create an environment that values diversity
• Prepared to do anything else deemed necessary by the Camp Director.

BUDGET FOR WHICH THE POSITION IS RESPONSIBLE FOR:
EXPENSE: NULL  
INCOME: NULL

NUMBER OF STAFF (VOLUNTEERS) SUPERVISED: INCLUDE SEASONAL PERSONNEL AS PART TIME: NULL
MCGAW YMCA LEADERSHIP COMPETENCIES (Highlight one):

<table>
<thead>
<tr>
<th></th>
<th>Leader*</th>
<th>Team Leader</th>
<th>Multi-Team Leader</th>
<th>Organizational Leader</th>
</tr>
</thead>
<tbody>
<tr>
<td>Values</td>
<td>Accepts and demonstrates the Y's values.</td>
<td>Models and teaches the Y's values.</td>
<td>Reinforces the Y's values within the organization and the community.</td>
<td>Incorporates the Y's mission and values into McGaw's vision and strategies.</td>
</tr>
<tr>
<td>Community</td>
<td>Demonstrates a desire to serve others and fulfill community needs.</td>
<td>Ensures a high level of service with a commitment to improving lives.</td>
<td>Effectively communicates the benefits and impact of the Y’s efforts for all stakeholders.</td>
<td>Ensures community engagement: promotes the global nature of the Y.</td>
</tr>
<tr>
<td>Inclusion</td>
<td>Works effectively with people of different backgrounds, abilities, opinions and perceptions.</td>
<td>Champions inclusion activities, strategies, and initiatives.</td>
<td>Develops strategies to ensure staff and volunteers reflect the community we serve.</td>
<td>Advocates for and institutionalizes inclusion and diversity throughout McGaw.</td>
</tr>
<tr>
<td>Relationships</td>
<td>Builds rapport and relates well to others.</td>
<td>Builds relationships to create small communities.</td>
<td>Builds and nurtures strategic Relationships to enhance support for McGaw.</td>
<td>Initiates the development of relationships with influential leaders to impact and strengthen the community</td>
</tr>
<tr>
<td>Developing Others</td>
<td>Takes initiative to assist in developing others.</td>
<td>Provides staff with feedback, coaching, guidance, and support.</td>
<td>Provides tools and resources for the development of others</td>
<td>Ensures that a talent management system is in place and executed effectively.</td>
</tr>
<tr>
<td>Decision Making</td>
<td>Makes sound judgments, and transfers learning from one situation to another.</td>
<td>Provides others with the frameworks for making decisions.</td>
<td>Integrates multiple thinking processes to make decisions.</td>
<td>Possesses penetrating insight and strong strategic and critical thinking skills.</td>
</tr>
<tr>
<td>Change Capacity</td>
<td>Demonstrates an openness to change, and seeks opportunities in the change process.</td>
<td>Facilitates change; models adaptability and an awareness of the impact of change.</td>
<td>Creates a sense of urgency and positive tension to support change.</td>
<td>Effectively drives change by leveraging Resources and creating alignment to expand organizational opportunities.</td>
</tr>
</tbody>
</table>

*Leader is the category for all McGaw employees who are not supervisors, managers, directors, etc. In this regard, ALL McGaw employees are leaders.

ABUSE RISK MANAGEMENT REQUIREMENTS (Highlight one):

<table>
<thead>
<tr>
<th>For employees who directly supervise youth</th>
<th>For employees who do not directly supervise youth</th>
<th>For supervisors and administrators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adheres to policies related to boundaries with youth</td>
<td>Adheres to policies related to boundaries with youth</td>
<td>Follows employee screening requirements and uses screening instruments to screen for abuse risk.</td>
</tr>
<tr>
<td>Attends required abuse risk management training</td>
<td>Attends required abuse risk management training</td>
<td>Provides employees with on-going supervision and training related to abuse risk.</td>
</tr>
<tr>
<td>Adheres to procedures related to managing high-risk activities and supervising youth</td>
<td>Reports suspicious and inappropriate behaviors</td>
<td>Provides employees with regular feedback regarding their boundaries with youth.</td>
</tr>
<tr>
<td>Reports suspicious or inappropriate behaviors and policy violations</td>
<td>Follows mandated abuse reporting requirements</td>
<td>Requires employees to adhere to policies and procedures related to abuse risk.</td>
</tr>
<tr>
<td>Follows mandated abuse reporting requirements</td>
<td>Adheres to job specific abuse risk management responsibilities</td>
<td>Responds quickly to policy and procedure violations using the organization's progressive disciplinary procedures</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Responds seriously and confidently to reports of suspicious and inappropriate behaviors.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Follows mandated reporting requirements.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Communicates to all employees the organization's commitment to protect their youth from abuse.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reports essential abuse risk management information to the board of directors.</td>
</tr>
</tbody>
</table>

QUALIFICATIONS:
- Age 18 or older
- Certified in CPR, First Aid (and Lifeguard for waterfront program areas)
- Additional program area-specific certification as appropriate
- Leadership ability and teamwork oriented
- Possess a variety of skills and camping experience
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals

WORKING CONDITIONS (Check all that apply):
- [x] Walking
- [x] Crouching
- [x] Lifting (25lbs)
- [x] Sitting
- [x] Stooping
- [x] Kneeling
- [x] Climbing
- [x] Standing
- [x] Carrying (25lbs)
- [x] Pulling (25lbs)
- [x] Pushing (25lbs)
- [ ] Other: ____________________________
- [ ] Other: ____________________________

The Y: We’re for youth development, healthy living, and social responsibility.