

YMCA OF PUEBLO

JOB DESCRIPTION

Job title: Camp Jackson - Specialty Director (Shooting Sports, Arts, Horsemanship or Outdoor Sports)

Reports to: Assistant Camp Director & Program Director – Camping & Teens

Date: November 5, 2008

GENERAL FUNCTION:

The Specialty Director will be responsible for the day to day running of their specialty area – ensuring that the program is of exceptional quality. The Specialty Director will also fill many other roles at camp as needed – including that of relationship facilitator and camp counselor.

KNOW-HOW:

The Specialty Director must have an excellent understanding of their specialty area including program design and implementation, program safety and staff supervision. The Specialty Director must have a thorough understanding of the YMCA's mission and goals, and a desire to work with children between the ages of 7 and 17. Leadership skills, enthusiasm, patience, a sense of humor and self control are all essential. YMCA of Pueblo's camp training, First Aid, CPR & AED certification and blood borne pathogen training are required.

PRINCIPAL ACTIVITIES:

Programming:

- Run the day to day operations of assigned program area.
- Administer the levels program including progression, testing and awards.
- Submit supply requisition forms as needed to ensure that the equipment and supplies needed are always available.
- Supervise a team of 3 or 4 staff within the program area and assist in evaluating said staff.
- Continually evaluate and improve the program area.

Child Development:

- Be a role model for & develop positive meaningful relationships with youth.
- Provide children with the opportunities to make new friends and learn new activities.
- Be concerned with camper development, growth & inclusion.
- Be aware of health and safety concerns including camper fatigue.
- Recognize and respond to opportunities for the group so that each individual experiences success.
- Ensure that the Camp Jackson is a positive and memorable experience for every camper.
- Attend staff trainings and meetings.

EFFECTS ON END RESULTS:

Children's lives will be enriched with new experiences, new skills and new friends. Children will learn and live by the YMCA's core values. The Specialty areas will be viewed as the highlight of the child's week. Children will develop leadership and social skills. Camp Jackson will be viewed by parents as the best possible summer experience for their children.

Signature

Date