



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

FAMILY YMCA OF MARION & POLK COUNTIES
PO BOX 110, Salem, OR 97308
503.581.9622 | www.theYonline.org

JOB TITLE: Unit Director
DEPARTMENT: Camp
REPORTS TO: Program Director
LOCATION: Camp Silver Creek
STATUS: Salary, Exempt
PAY RATE: \$375/week

Position Summary:

The Unit Director is responsible for the supervision of 6-8 camp staff and up to 40 campers in an overnight camp setting. The Unit Director is responsible for planning and leading camp activities and will work as a resource to support the development of both staff and campers.

Entry Requirements:

- Age 21 or over by start of camping season preferred.
- Two years of college OR an equivalent in camping work experience preferred.
- Prior leadership with groups of children at camps, youth groups, education settings, or community groups.
- Prior experience developing and implementing curriculum, preferably in a camp setting.
- Supervisory experience, especially with one's peers, preferred.
- Possess desire and ability for working with children.
- Ability to understand the needs of campers and place campers' needs and camp's needs ahead of personal needs.
- Ability to relate to one's peers, supervisors, and children effectively.
- Ability to work in outdoor environment and display an appreciation and understanding of the natural environment to campers.
- Possess flexibility, maturity, and the ability to work with a minimum amount of supervision.
- Enjoy working and interacting with people of all types and ages, with a special emphasis on children, modeling and utilizing the important core value of caring, honesty, respect, and responsibility.
- Excellent communication (written and verbal) and interpersonal skills are vital to this position.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Must be CPR and First Aid certified or willing to become certified within the first 30 days of employment. (Certification classes available upon employment.) Lifeguard certification encouraged.
- Current Oregon Food Handler's Certification.



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Essential Functions:

- Supervise counseling staff assigned to units, serving as their leader and mentor and provide ongoing feedback and coaching.
- Check in with unit staff daily, provide support and leadership for each counselor.
- Ensure counselors provide supervision, leadership, and guidance to campers.
- Work with Program Director to plan and implement camp programming including, but not limited to values, all camp activities, large group games, and campfire.
- Conductive mid-summer evaluations of counseling staff in units to support their growth as youth development professionals.
- Work in program areas as assigned.
- Communicate with families on check-in and check-out days or as needed.
- Provides ongoing coaching, feedback, and support to counseling staff.
- Communicate with the Camp Director daily about the needs of staff and campers and work to seek solutions to improve camp and camp programming.
- Serve as a good role model for camp behavior for staff and campers.
- Assume responsibility of the health, welfare, and safety of campers under their supervision.
- Assist in any area of camp as directed, providing coverage for cabin groups as needed.
- Be in attendance at the weekly 12:00 PM Sunday program staff meeting and 12:30 PM staff meeting.
- Participate in all courses, activities, classes, training, and planned sessions during the weeks of pre-camp.
- May work with Camp Director and Camping Services Director to help design and implement staff training.
- Create and maintain a harmonious, positive working relationship with fellow staff, YMCA Camp Silver Creek campers, participants, and the entire camp community.
- Demonstrate commitment to quality, the core values of the YMCA, and joy in working with youth of all ages.
- Support and contribute to a safe, clean camp environment for staff and guests.
- Maintain knowledge of association policies and procedures, risk management and safety practices.
- This position is responsible for supporting the overall association's initiatives through camp.



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Work Environment & Physical Demands:

- Physically able to accompany campers to and participate in all camp activities.
- Able to communicate verbally with campers and to provide instructions.
- Possess visual and auditory ability to respond to critical incidents and physical ability to act swiftly in emergency situations.
- Able to observe camper behavior, respond to health and safety concerns and deal appropriately with camper behavior.
- Able to work long hours including nights and weekends.
- Able to work outdoors in varying weather conditions (rain, heat etc.) and live in a rustic outdoor setting.
- Able to follow all camp rules and YMCA policies and procedures as outlined in the Staff Handbook.
- May work at another camp location as needed.