



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

MARSHFIELD AREA YMCA, INC.

Job Description

Job Title: **Summer Day Camp Assistant Director**

Class: **Full Time; Hourly (Seasonal)**

Reports to: **Youth Engagement Program Director**

Hourly Wage Range: **\$14.00-\$15.00**

BENEFITS OF WORKING WITH THE YMCA:

- Free YMCA facility membership (a value of over \$974)
- Professional Development through Y-USA's learning & development programs
- YMCA Child Care discounts (based on availability in Child Care Program)
- YMCA Program discounts

POSITION SUMMARY:

Under the direction of the Youth Engagement Program Director, and in accordance with the philosophy and mission of the Marshfield Area YMCA, the Summer Day Camp Assistant Director will direct supervision and gives direction for the children and staff in the Healthy Kids Day Camp Program. This position is vital to helping implement all engaging activities that are planned for each group and being creative during unplanned timeframes. It is essential that the Summer Day Camp Assistant Director is confident with the ability to problem solve for everyday situations that may arise in the program.

QUALIFICATIONS:

- At least 21 years of age.
- CPR, First Aid, AED certifications and Child Abuse prevention training upon the start of Summer Day Camp.
- Ability to plan, organize, and implement developmentally appropriate program activities.
- Excellent written and oral communication skills.
- Previous experience with diverse populations. Ability to develop positive, authentic relationships with people from different backgrounds.
- Understands the YMCA is a public accommodation committed to inclusion and compliance with the Americans with Disabilities Act (ADA).

ESSENTIAL FUNCTIONS:

- Daily supervision of children, staff, and all activities for group while creating a positive environment for everyone.
- Has initiative and the ability to work independently, but has the capability to collaborate with other camp staff to provide activities during unplanned time frames.
- Cultivates positive relationships and maintains effective communication with parents, co-workers, and Youth Engagement Program Director.
- Dedicated to building achievement and belonging in youth and relationships among peers.
- Manage stressful situations in a positive manner.
- Recognize the needs and practice patience when working with children, as well as deal with issues in a nonjudgmental manner.



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

- Maintains program site and equipment while teaching children how to be respectful of the YMCA's program equipment and classroom environments.
- Maintains required program records and confidentiality of program participants.
- Attends and participates in program activities, staff meetings, and trainings.

WORK ENVIRONMENT & 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.
- Wear appropriate attire while working (YMCA staff shirt, closed-toed shoes, appropriate fitting attire, see department handbook for further information)

All offers for employment with the Marshfield Area YMCA, Inc. are contingent upon the candidate having successfully completed a criminal background check. We will consider people with criminal histories in a manner consistent with the requirements of applicable local, state, and Federal laws.

The Marshfield Area YMCA, Inc. is an Equal Opportunity Employer committed to valuing diversity and practicing inclusion.

We provide our employees with a robust employee benefits plan that focuses on the mental and physical wellness of our team. We strive to offer a flexible work environment that allows our team members to be productive in both their work and home lives.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment.