



YMCA Camp Bernie

Position: Program Director, Summer Camp

Status: Full-Time

General Function: The Y is a leading nonprofit committed to strengthening our community through youth development, healthy living, and social responsibility. YMCA Camp Bernie is seeking a dynamic and experienced individual to serve as the Summer Camp Director. This role involves overseeing both the overnight camp and day camp programs, ensuring a safe, engaging, and inclusive environment for campers and staff. The Summer Camp Director will be responsible for leading a team, implementing programs, managing operations, and upholding the values and mission of the YMCA.

Compensation & Benefits

- Reports to: Senior Program Director
- Duration: Year-Round
- Hours: Full-time, Non-Exempt
- Salary Range: \$40,000-\$43,500
- On-Site Housing Included

Essential Functions

- *Leadership and Team Management:* Provide visionary leadership to the camp team, fostering a positive and inclusive culture. Recruit, hire, train, supervise, and evaluate camp staff, ensuring adherence to YMCA policies and procedures. Conduct regular staff meetings, training sessions, and evaluations to enhance performance and teamwork. Leads and Supervises the Overnight Camp and Day Camp coordinators.
- *Program Development and Implementation:* Develop and implement high-quality, age-appropriate camp programs aligned with YMCA standards. Collaborate with staff to create engaging activities, fostering personal growth, and skill development for campers. Ensure the safety and well-being of all campers by maintaining high standards of supervision and care.
- *Operational Management:* Oversee the day-to-day operations of both overnight and day camp programs. Manage budgets, expenses, and resources effectively to ensure financial sustainability. Maintain compliance with health, safety, and accreditation standards.
- *Community Engagement and Relationship Building:* Establish positive relationships with campers, families, staff, and the community, promoting the YMCA's mission and values. Actively engage families through regular communication and involvement opportunities. Collaborate with other community organizations to enhance camp programs and outreach.
- Performs other duties as assigned.

Qualifications:

- **Educational Background:** Bachelor's degree in Recreation Management, Education, or related field.
- **Experience:** Minimum of 3 years of supervisory experience in a camp or youth programming environment.
- **Leadership Skills:** Demonstrated leadership qualities, exceptional organizational abilities, and a strong focus on delivering outstanding customer service.

- **Certifications:** CPR/AED/First Aid certification or willingness to obtain, along with mandatory state background checks and clearances. Experience with Camp Accreditation process.
- **Innovation and Creativity:** Must possess creativity, innovation, and a genuine passion for working with children.
- **Technical Proficiency:** Operational knowledge of Microsoft Office suite.
- **Physical Stamina:** Ability to perform indoor and outdoor activities, ascend/descend stairs, lift up to 50 lbs., walk on uneven surfaces, and operate office machinery.
- **Flexible Schedule:** Ability to work off-hours and weekends for special events when required.

Note: *Some physical requirements of this position could be endurance including prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs; willing to live in a camp setting and work irregular hours with limited or simple equipment and facilities; and with daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc. dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing*