



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA of Northern Utah Camp Manager – Daybreak

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The Camp Manager oversees the operations of a Summer Day Camp located in Daybreak, Utah. As the face of the assigned camp, the Camp Manager will connect with parents/guardians, create a welcoming environment for youth, and develop high-quality staff. S/he will be responsible for oversight of programming development, camp logistics, staff recruitment and supervision. This position is part time February–April, moving to full-time May–August.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Ensure the safety of participants.
2. Promote the camp cultures of belonging, relationship, and achievement.
3. Develop engaging curriculum and activities in line with specialty camp themes.
4. Recruit, develop and support the staff of the camp. Provide consistent coaching and feedback.
5. Manage camp logistics including partner relations, daily schedules, maintenance of licensing standards, transportation and customer engagement.
6. Set and maintain staffing schedule in line with target ratios; work as an in-ratio staff if need arises.
7. Plan, coordinate and attend weekly field trips. Confirm transportation and admissions in advance.
8. Recruit and coordinate guest specialists to augment camp activities throughout the summer.
9. Manage camp supply inventory, anticipating needs and managing budget accordingly.
10. Actively encourage the retention and re-enrollment of all participants.
11. Assist in facilitating and planning Summer Day Camp staff training week.
12. Plan and facilitate special camp events.
13. Be the first point of contact for all parents/guardians of enrolled youth. Effectively communicate events, youth behaviors, and camp policies.
14. Develop and execute a camper recruitment plan to meet weekly enrollment goals.

***This is not an exhaustive list of job duties. Other duties, responsibilities and activities may change or be assigned at any time based on program needs.*

LEADERSHIP COMPETENCIES:

- Program/Project Management
- Developing Self & Others
- Emotional Maturity
- Critical Thinking & Decision Making



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QUALIFICATIONS:

- 21 years of age or older
- High school graduate or equivalent
- Two or more years of youth development experience
- Supervisory experience strongly preferred.
- Current Department of Child Care Licensing approved CPR/First Aid (must include infant/child certification). Must be obtained before first day of camp.
- Food Handlers Permit. Must be obtained before first day of camp.
- Department of Child Care Licensing fingerprinting and background check. Must be obtained before first day of camp.
- Proven track record of developing authentic and deepened relationships with others
- Experience with diverse populations, including speaking any language in addition to English, preferred
- Highly proficient in Google Platform

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.

- Sufficient strength, agility and mobility to perform essential functions and to supervise program activities in a wide variety of indoor and outdoor locations.
- Must be able to lift and/or assist children up to 50 pounds in weight.

EQUAL EMPLOYMENT OPPORTUNITY

The YMCA of Northern Utah provides equal employment opportunities (EEO) to all employees and applicants. Applications for employment will be considered without regard to race, color, religion, sex, national origin, age or disability.

TO APPLY

Please send a current resume and cover letter to:

Sarah Ivory
Sarah.ivory@ymcautah.org