



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

McGaw YMCA In Evanston Camp Echo Job Description

TITLE: Sailing Camp Director
REPORTS TO: Main Camp Director
SUPERVISES: Any Staff Members Assigned to the Program

SPECIFIC DUTIES

- If possible, works with the Program Manager in the spring to order necessary supplies for the program.
- Works with the Program Manager in the off-season to develop the curriculum.
- Works with the Program Manager and Sailing Area Head leading up to 5th session to order necessary supplies.
- Reports maintenance needs to the Property Manager.
- Develops and implements lesson plans.
- Develops a rainy day contingency plan.
- Observes staff members who within the program, providing coaching, encouragement, and necessary correction.
- Writes evaluations of staff members that work with the program.
- Cares for and maintains equipment, supplies and property of camp.
- Keeps accurate records of camper achievement that can be used in subsequent years.
- Puts together a Sailing Specialty Camp Notebook.

ADDITIONAL DUTIES

- Maintains the cleanliness of the living space to which he or she is assigned.
- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

QUALIFICATIONS

- Age 20 or older
- Extensive sailing background with knowledge and experience teaching all levels of children how to sail.
- Valid driver's license and clean driving record if 21 or older
- Certified in CPR, First Aid, and Lifeguard
- Leadership ability and teamwork oriented
- Possess a variety of skills experience working with children both in and out of a camp setting
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals