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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# YMCA CAMP PEPIN

## PROGRAM STAFF – DAY CAMP DIRECTOR

### THE DETAILS

- **POSITION TYPE:** LEADERSHIP TEAM
- **WAGE:** \$400 PER WEEK + ROOM AND BOARD
- **DATES:** JUNE 1 TO JULY 21

### PREFERRED QUALIFICATIONS

- 20+ YEARS OLD
- EXPERIENCE IN A LEADERSHIP ROLE
- EXPERIENCE WITH LESSON/ACTIVITY PLANNING OR RECREATION MANAGEMENT

### RESPONSIBILITIES

- **DAY CAMP OPERATION** – CREATES ROSTERS AND SCHEDULES FOR ALL STAFFING, MEALS, AND ACTIVITIES
- **DAILY ACTIVITY PLANNING/INSTRUCTION** – WORKS WITH DAY CAMP STAFF TO DEVELOP AND IMPLEMENT ENTERTAINING AND ENRICHING PROGRAMMING
- **COORDINATE DAILY TRANSPORTATION** – ENSURES ALL ROSTERS AND PICK-UP LOCATIONS ARE CORRECT, AND STAFFING COVERAGE IS MET
- **SUPPORT RESIDENT STAFF** – SERVES AS SUPPORT FOR OUR COUNSELORS/PROGRAM STAFF BY PROVIDING ADVICE, ACTIVITIES, OR A BREAK



### DESCRIPTION

A relatively new type of program at Camp Pepin, the popularity of our day camps has grown significantly in their first few years. This growing interest has created a need for a Leadership position dedicated to the success of these programs – the Day Camp Director.

The Day Camp Director is essentially responsible for the day-to-day operation of our Day Camp programming. Before the week starts, the Day Camp Director will need to create final rosters, work with the Camp Director to assign staff, and identify transportation needs for that week. They are also responsible for working with that week's Day Camp staff to develop a schedule of activities and programming that is new and exciting for all our Day Camp participants and can function in sync with any Resident Camp programming occurring at the same time.

Once the Day Camp week begins, the Day Camp Director works with that week's staff in the instruction and operation of the program – helping where they are needed. Other responsibilities throughout the week are finalizing a bus duty schedule, confirming camper numbers and pick-up/drop-off locations with the bus drivers and staff, and any communication with parents.

Our Day Camp Programs serve as camp's introduction to new, young campers, who will hopefully continue to grow with Camp Pepin for many years. It's the job of the Day Camp Director to provide a unique and exciting week of fun for day campers, and to introduce them to the Camp Pepin family early on in their lives.

**START YOUR APPLICATION TODAY AT**  
[REDWINGYMCA.ORG/CAMP-PEPIN-EMPLOYMENT](http://REDWINGYMCA.ORG/CAMP-PEPIN-EMPLOYMENT)

**QUESTIONS? CONTACT [EBURTON@REDWINGYMCA.ORG](mailto:EBURTON@REDWINGYMCA.ORG)**