



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Job Title: Unit Leader

Reports to: Camp Director

Position Summary

The Unit Leader plays a crucial role in ensuring a positive and enriching experience for campers. Working collaboratively with other Unit Leader(s), this position is responsible for overseeing the well-being of all campers, providing support to counselors and actively participating in the day-to-day operations of camp. The Unit Leaders are responsible for supporting and advocating for various dimensions of diversity (i.e. race, diverse ability, gender identity, etc.) and amplifying camper voice. They are also role models and leaders on camp and part of the summer leadership staff.

Essential Functions

- Review MESH forms prior to the start of each session to anticipate and address any specific needs or challenges—sharing specific action plans with assigned counselors— alongside CC.
- Serve as the go-to person for counselors, assisting with cabin dynamics, behavioral issues, homesickness, and other camper concerns.
 - Conduct early-week check-ins with all cabin groups to assess camper dynamics and well-being.
 - Meets one-on-one with campers needing additional support as assigned, serving as their advocate.
 - Facilitate check-ins with each cabin group once a day to address any emerging issues as necessary.
 - Collaborate with the other Unit Leader to determine necessary adjustments or cancellations of overnights (approved by CD).
 - Effectively communicate with the Counselor Coordinator on any behavioral concerns that should be documented.
 - Ensures that individualized needs of campers are met, coaching staff as necessary.
 - Provide assistance to campers struggling to adjust to camp life.
 - Work closely with counselors to create strategies for helping campers overcome challenges.
- Ensure each camper takes a camper survey twice a week and evaluate survey results and collaborate on action plans to address any concerns or improvements needed alongside Counselor Coordinator.
- Attend necessary staff meetings, including:
 - Daily Camper Care meetings to review the previous day's events and collaborate on plans for the rest of the week/day.
 - Saturday and Sunday Staff Circle.
- Assist with the management and facilitation of check-in and checkout days.
 - Assist in the check-in process on Sunday and check-out on Saturday, ensuring a smooth transition for campers and parents.
 - Assist in checking out cabins on Friday and verifying camper travel with Counselor Coordinator.
- Communicate proactively with the Counselor Coordinator incidents/concerns and support needs that would need to be addressed with parents/guardians.
- Assist in monitoring cleanliness of camp spaces and check off cabins when assigned.
- Work alongside Nurse Assistant and/or SOS Coordinator in managing weekly Lost & Found.
- Assist with drives as assigned.
 - Assist by driving long trips at least twice.
 - Drive Tractor to the Outpost at least once a week for Overnights. Have lunch at the Outpost with the cabin group



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- Act as Dining Hall Monitor (Breakfast, Lunch or Dinner) as assigned daily between MGMT staff.
 - Ensure that cabins are getting through the buffet line.
 - Ensure that Grace is done before the meal.
 - Monitor cabin dynamics and volume.
 - Award Clean Cabin and facilitate the Siesta song during lunch.
 - Ensure staff and camper birthdays are celebrated during mealtime.

Responsibilities of All Camp Olson Staff

- Follow all policies as outlined in the Staff Manual
- Aids in the development and education of Leadership Development Program participants
- Maintains positive working relationships with campers, parents, and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Practices cultural humility, striving to actively learn about and be sensitive to all cultures
- Maintains the cleanliness of their living space (and communal living space) to which they are assigned
- Cares for and maintains any program equipment, supplies, and spaces they use (including program areas, staff lounge, costume closet, keys, etc.). Any observed risks or facilities in disrepair must be immediately reported to the Maintenance or Management Team.
- Assist with other job duties outside the normal scope of their job description or contract to ensure that programs run smoothly and safely, or is deemed necessary by the Camp Director.

Work Environment

Camp Olson YMCA is located in the rural community of Longville, 3.5 hours north of the Twin Cities Metro area. Our property holds over 1,350 acres of pristine forests, lakes, fields, and trails. Our rustic cabins are ideal for small-group living.

This position works Sunday at 11:00 am through Saturday noon and is provided with one night off from 6:00pm through midnight, and additional time as permitted by supervisor. Counselors are expected to live in a cabin with 8-10 campers and 1-2 co-counselors, leading and participating in cabin activities in the morning, working in various program areas in the afternoons, and participating in all-camp activities in the evening. Leadership staff will reside in communal staff housing, which may include a cabin, dorm-style housing, or rv/camper.

The physical and emotional demands described below 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.

- Capable of maintaining effective physical, mental, emotional and social interactions in our group-based, youth centered and community living program.
- Willingness to live in a camp setting, work irregular hours, with daily exposure to the natural environment.
- Visual, auditory, physical, and decision-making ability to calmly and effectively identify and respond to various hazards or emergencies.

Qualifications

- Understanding of the mission and goals of Camp Olson and an appreciation for living out of doors.



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- Ability to relate to and work effectively with a diverse staff and camper population for the fulfillment of YMCA goals.
- An affinity for working with children in a camp setting and desire to be a role model.
- Must be at least 19 years old.
- Ability to manage peers. Supervisory experience preferred.
- Quality communication skills.
- Experience in leadership and working as a team.
- Certification in CPR, First Aid, Lifeguarding or ability to obtain.

Benefits

- Competitive salary with opportunities for bonuses based on experience and certifications.
- Room and board are included.
- Staff lounge with wireless internet and full kitchen available.
- Opportunities for professional training and certifications.
- Professional discounts through the ACA and ExpertVoice.