



# YMCA OF LANSING

FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Day Camp Site Lead

**General Function:** Assistant lead role in the day-to-day administration/operation of the camp location. Nurture, interact, support, and create a safe and inclusive environment in which staff and campers have a fun-filled, exciting camp experience. Position active from May through August.

### **Duties and Responsibilities:**

1. Daily supervision of camp counselors and their management of campers Monday-Friday.
2. Manage day to day communication with parents excluding disciplinary actions and management of accounts.
3. Handle camp's social media accounts including picture taking and announcements when needed.
4. Monitor all runners throughout the day.
5. Act as a back-up for counselors.
6. Oversee and maintain cleanliness of camp and program areas daily.
7. Assist in leading pre-camp training and onboarding of staff.
8. Being a positive role model for all campers and staff.
9. Report member and guest comments, suggestions, complaints, concerns, and problems to supervisor in a timely manner.
10. Other duties as assigned.

**Salary & Hours:** \$16-\$17 per/hour; 40hrs per week Monday-Friday beginning June through August.

### **Benefits:**

- FREE adult membership to the YMCA! A member of any YMCA in Michigan may visit any Y in the state as a membership benefit.
- A 50% discount on child care at one of the Lansing YMCA's centers! (Subject to availability)

### **Job Requirements:**

- High school diploma or equivalent is required. Must be at least 18 years of age.
- Prefer experience in working with children and understanding of day-to-day activities of an active camp.
- Must demonstrate creativity, enthusiasm, and dedication.
- Can possess the skill necessary to provide safe, appropriate, and fun activities.
- Be lifeguard certified as well as complete a canoe safety certification.
- Must have experience working with youth in a group setting and creating and implementing lesson plans.
- Strong interpersonal skills.
- Outgoing, friendly, and enthusiastic personality.
- Ability to accept supervision and guidance as well as constructive feedback.
- Ability to respond to safety and emergency situations.
- CPR and First Aid certified prior to the beginning of camp (the Y will pay for this training)
- Completion of YMCA trainings within a required time frame.

### **Physical Demands**

While performing the duties of this job, the employee is often required to: bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, lift and/or move up to 30 pounds, have finger dexterity, grasp, perform repetitive motions, speak, hear, and have visual acuity.

### **Disclaimers:**

- Must complete successful background screening.

- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

**APPLY NOW:** [YMCA of Lansing Job Application](#)