



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## CAMP JORN YMCA- PROGRAM COORDINATOR

Job Title: **FISHING DIRECTOR**

FLSA Status: Non-Exempt

Status: Seasonal

Reports to: Camp Operations Director

Department: Summer Camp

Revision Date: 11/14/2024

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### POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Provides leadership to coordinate, maintain and instruct Fishing classes and activities.

### ESSENTIAL FUNCTIONS:

1. Oversee the program area of Fishing, including coordination and instruction of daily classes and activities for kids ages 7-17. This includes leading Fishing Specialty Camps for both Day and Resident camps.
2. Safely drive the fishing pontoon boat and manage campers and counselors from the boat.
3. Create detailed lesson plans for fishing classes tailored to learning objectives, with a focus on safety, skill development, confidence and fun.
4. Uphold and maintain ACA standards in regards to Fishing and boating activities.
5. Teach campers and staff proper fishing techniques and skills, help them understand local fish populations, and ensure the safe use of fishing equipment.
6. Ensure safety through regular maintenance checks of equipment and facilities, especially the fishing pontoon boat. Complete repairs as needed, in partnership with the maintenance department.
7. Ensure fuel levels are maintained and assist with refueling boats.
8. Maintain cleanliness of program spaces through organization and proper storage of equipment.
9. Assist program staff and counselors with safe instruction of fishing.
10. Build effective, authentic relationships with campers; helping them connect with each other and to Camp Jorn YMCA.
11. Be an active member of the Lead Team – assist and participate in special activities, evening activities, opening/closing day events and counselor coverage.
12. Assist with creatively leading additional program areas and/or cabin or trip group coverage when direct support is not needed.
13. Drive and support logistical work as needed.
14. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility.
15. Other duties as assigned, including but not limited to: Kitchen and dishwashing assistance, general maintenance, camp beautification, cleaning bathrooms, lifeguarding, etc.

### YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Builds effective, supportive working relationships with staff.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person’s point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Strives to deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships.

**QUALIFICATIONS:**

1. Possess or intend to obtain a current ARC Lifeguard certification and WFA certification.
2. Possess current Wisconsin Boaters License, with experience driving a pontoon boat.
3. Experience and knowledge fishing for a variety of fish, ideally in the Northwoods region.
4. At least 18 years of age, 21 years preferred.
5. Previous camp experience preferred.
6. Proven leadership ability with organizational skills and a talent for supporting others.
7. Ability to observe camper behavior and apply appropriate behavior management techniques.
8. Ability to maintain organization and cleanliness of the program area.
9. Ability to build relationships with campers, parents and staff.

**WORK ENVIRONMENT AND 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.

- Ability to handle and use all equipment necessary for fishing and boating.
- Physical ability to perform camp skills such as but not limited to hiking, canoeing, running, physical games, and activities.
- Ability to lift equipment up to 50 pounds.
- The ability to work in outdoor conditions and environments for extended periods of time, including hot days in the sun and cool days in the water.
- Ability to plan, lead and participate in a range of activities in a variety of outdoor/indoor settings.
- Ability to identify and respond to hazards in camp, respond and implement emergency plans.
- Ability to work in loud, high-energy and at times overstimulating environments.

**SIGNATURE:**

I have reviewed and understand this job description.

\_\_\_\_\_  
Employee’s name

\_\_\_\_\_  
Employee’s signature

Today’s date: \_\_\_\_\_