



## WINONA FAMILY YMCA – JOB DESCRIPTION

FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

Job Title: Camp Counselor Lead

FLSA Status: Non-Exempt

Job Type: Part-Time

Reports to: Camps Director

Revision Date: 11/18/25

Y Job Grade: 2

Pay Range: \$14.50-15, Overnights are paid via a stipend

Benefits: Paid time off, YMCA membership, YMCA programs discount including camp and child care, Employee Assistance Program, retirement plans, Child Watch (limited hours), required certifications.

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### Summary/Objective

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living, and social responsibility. Provides direct leadership, instruction, and motivation for campers. Positively interacts with children, parents, and participants, while modeling the YMCA core values of honesty, respect, responsibility, and caring. Coordinates and delegates daily duties to counselors as directed by the Camps Director. Ensures equipment and facilities are secure following activities daily.

### Our Culture

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day.

**We are welcoming:** we are open to all. We are a place where you can belong and become.

**We are genuine:** we value you and embrace your individuality.

**We are determined:** we are on a relentless quest to make our community stronger.

### Qualifications

- Must be able to pass a background check.
- Must be at least 18 years of age.
- Strong communication and interpersonal skills.
- Ability to respond to safety and emergency situations and to make solid decisions under pressure.
- CPR/First Aid Certification required within 30 days of hire.
- Excellent interpersonal, communication and motivational skills.
- Prior camp experience or field of study related to education or recreation preferred.
- Previous management or supervisory roles preferred.
- Camp, team building facilitator or ropes course experience preferred.

### General Essential Functions

1. Adhere to job safety practices and risk management protocols per the Employee Handbook and Emergency Response Plan, including child abuse prevention standards

and mandated abuse reporting requirements, to create and maintain a safe and secure environment for all.

2. Perform excellent service to all members, staff, volunteers and guests.
3. Perform other related duties as assigned by your supervisor or the CEO.

### **Role Specific Functions**

1. Facilitate camps and break out curriculum focused around character, confidence and team building; nature and the environment; and arts enrichment.
2. Coordinate and delegate daily duties to counselors as directed by the Camps Director.
3. Effectively communicates information related to program details, transportation, special events, etc.
4. Attend staff meetings and trainings as scheduled.
5. Build effective, authentic relationships with participants and parents. Encourage parent involvement and identify additional potential programs of interest.
4. Understand and consistently apply safety rules, policies and guidelines for ropes courses and camp area, and provide active supervision to campers at all times.
5. Maintain and secure equipment. Perform equipment checks and ensure appropriate equipment is available as needed. Report damaged equipment or facility safety concerns. Update ropes course log after each use.
6. Follow all YMCA policies, rules, regulation and procedures, including emergency safety procedures. Complete incident and accident reports as necessary.

### **Physical Demands**

Ability to move and set up equipment for activities, and carry supplies on hikes. Ability to instruct and observe participants and demonstrate safe use of equipment. Ability to navigate camp facility including traversing uneven grounds, climbing, lifting, walking, bending and stooping as necessary. Ability to perform job duties with extended exposure to heat, humidity, and sun. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

### **Signature**

Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee Name \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature \_\_\_\_\_