



YMCA of Greater Vancouver  
YMCA Camp Elphinstone  
Position Description

## LEADERSHIP GROUP LEADERS

(LEADERSHIP 1 & 2) REPORTS TO: ASSISTANT DIRECTOR OR CAMP DIRECTOR

### POSITION PURPOSE

The Leadership (LD) Group Leader positions are integral to the delivery of the YMCA Camps program. LD Group Leaders provide the skills necessary to provide program and supervision to the leadership campers attending YMCA Camps. These people will be required to live on-site.

### GENERAL DUTIES AND RESPONSIBILITIES

YMCA Camps programming is based on the building of a camp community. The camp community is intended to be supportive of all the members and to provide opportunities for growth and learning. Staff and volunteers at YMCA Camps are responsible to not only be a part of the camp community, but also to guide campers in understanding what it means to be a part of a YMCA Camp. This will be accomplished in a number of ways, but is not limited to:

- Role modeling appropriate behaviour
- Role modeling respectful and caring relationships with staff and campers
- Understanding that each staff members' role in the camp community is to serve our clients (campers) and to assist other staff in serving campers
- Understanding that the greater good of our client's experience must be at the forefront in every decision made
- Teach and role model the core values of the YMCA
- Read, understand, teach and enforce the policies of the YMCA and YMCA Camps

### SPECIFIC DUTIES AND RESPONSIBILITIES

Each LD group of up to 10 will be assigned one staff (one volunteer if they are available) for the duration of a group's stay. These leaders are expected to operate in partnership, often combining their groups and programs and are expected to accomplish all of the below tasks. Each partnership can be structured in a manner that best suits the individual staff/volunteers and thus not all duties and responsibilities need to be achieved each session by each group leader.

Working as a leadership section, LD group leaders are expected to:

- Plan and deliver programming based on the parameters of the program
- Deliver programming appropriate to the ages and abilities of camper group
- Assist with or take part in camp-wide programming
- Manage the group dynamics to ensure a positive experience for all campers
- Manage the behaviour of the group to ensure all campers are emotionally and physically safe and to ensure that all campers feel supported, educated and nurtured
- Ensure the needs of all of the campers are being met (including physical, emotional, social, medical and nutritional needs)
- Provide care that is appropriate to the developmental ages of their cabin group
- Develop individual relationships with each camper
- Work with their partner in such a way that each partner will be able to learn and grow from one another
- Seek the assistance of senior staff or the management team when appropriate
- Complete administrative duties relevant to their campers and their employment
- Protect the assets of the YMCA through proper instruction and appropriate use

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- Challenge the LD campers in appropriate and constructive ways
- Develop new aspects of the LD program and evolve it into a cohesive section of camp

LD Group Leaders may be required to assist in duties not listed above. The YMCA expects the support of all staff members in fulfilling objectives that may not be specific to this position.

**QUALIFICATIONS/EXPERIENCE**

- Current Standard First Aid and CPR-C & Advanced First Aid preferred
- Participation in 100% of YMCA Camps staff training
- Class 4 drivers license an asset
- Current NLS Certification & Lifesaving Instructor preferred
- Certification to instruct one of the key camp program areas such as canoeing or sailing

**COMPETENCIES**

- Commitment to Association Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for mission, vision, strategic outcomes and values of the YMCA.
- Communication: Communicates in a thorough, clear and timely manner and supports information sharing and goal achievement across the Association.
- Concern for Health and Safety: Acknowledges and understands how to manage and educate others of risk or harm reduction.
- Initiative: Does the right thing at the right time without being asked.
- Teamwork: Participates actively in a team for organizational effectiveness.
- Self-Management: Works independently within prescribed parameters, can discern the relevance of issues and communicate them effectively to supervisor.

**POSITION DESCRIPTION SIGN-OFF**

My signature on this document indicates that I have read, understand and agree with the position as it has been described above. I understand that as part of obtaining a position with the YMCA of Greater Vancouver I will also be required to sign a staff agreement, complete a criminal record check with vulnerable sector search (the results of which may affect my suitability for this job) and read, understand and agree to abide by any relevant YMCA policies. These will be supplied to me by the hiring manager (or delegate) prior to the commencement of my duties or over the course of a pre-established training period.

*If under the age of 19, parental/guardian signature must be obtained on this document prior to the commencement of your duties.*

*Signature:* \_\_\_\_\_

*Signature of Parent/Guardian:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_

*Date:* \_\_\_\_\_

*Date:* \_\_\_\_\_