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RED WING YMCA JOB DESCRIPTION

Job Title: Backwoods Director – YMCA Camp Pepin
Starting Rate: \$450/week; room and board
Employment Dates: June 4th to August 18th, 2025

FLSA Status: Seasonal
YMCA Leadership Level: Leader
Reports to: Camp Pepin Director

POSITION SUMMARY:

The Backwoods Director at Camp Pepin is a key leader responsible for overseeing campouts and target sports programming, including archery, .22 rifles, and slingshots. This role ensures the smooth operation of backwoods activities by organizing and scheduling campouts, coordinating with counselors on meal planning, and providing the necessary camping gear and equipment. The Backwoods Director is also responsible for training staff on safety protocols and ensuring they are equipped to lead target sports safely and effectively.

In addition to logistical duties, the Backwoods Director fosters a sense of environmental stewardship among campers, creating engaging and varied activities that encourage a love of nature. This role is central to promoting the camp's mission of outdoor adventure, safety, and personal growth. The Backwoods Director also provides mentorship and support to counselors, helping them develop as leaders while contributing to an inclusive and positive camp culture.

ESSENTIAL FUNCTIONS:

- Organize and Lead Campouts:** Schedule and organize on-site campouts for each cabin, working with counselors to determine meal preferences and provide necessary camping gear and equipment.
- Manage Equipment:** Oversee the check-in and check-out process for camping gear and target sports equipment, ensuring accurate records, cleanliness, and maintenance after each use.
- Supervise Target Sports:** Lead and instruct staff on target sports safety and ensure they are proficient in leading activities such as archery, .22 rifles, and slingshots. Maintain safety protocols and manage the equipment.
- Develop Engaging Activities:** Collaborate with staff to create fun, engaging, and varied target sports activities that capture campers' interest, while promoting respect for the environment and local wildlife.
- Mentor and Lead Staff:** Provide coaching and mentorship to counselors, supporting their professional development and helping them succeed in their roles.
- Foster Environmental Stewardship:** Model care for the environment and encourage campers to develop an appreciation for nature and outdoor living.
- Collaborate with Leadership Team:** Actively work with the leadership team to ensure a positive, inclusive, and safe camp environment for both campers and staff.

YMCA COMPETENCIES (Leader):

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. 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.

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change and seeks opportunities in the change process. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

EXPECTED HOURS OF WORK

The expected hours for the Camp Pepin Program Staff will be midmorning Sundays through Friday evenings. Camp Pepin Program Staff will assist with the preparation and planning of Staff Training via virtual meetings before camp starts. Program Staff are expected to be onsite 24 hours a day when camp is in operation. There are times when staff will be off or away from children when camp is in session, though the camp director will develop a schedule of duty times.

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.

- Visual/auditory ability to identify/respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid; must be able to assist campers in an emergency (fire, evacuation, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- Some physical requirements of a Resident Counselor position could be endurance including prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs; willing to live in a camp setting and work irregular hours with limited or simple equipment and facilities; and with daily exposure to the sun, heat, and animals such as bugs, bats, etc.

TRAVEL

Camp Pepin Program Staff who have proper driving authorization may take children on day and overnight trips, depending on skills, knowledge, and personal job duties within camp. Staff may also be required to travel to Red Wing area to retrieve a van from the Red Wing YMCA fleet.

QUALIFICATIONS:

1. Must be at least 20 years of age.
2. Must be able to obtain or become certified in First Aid/CPR (camp will provide certification).
3. Experience or certification in archery or firearm safety is preferred.
4. Demonstrated knowledge and skills in backwoods programming, with the ability to manage equipment and lead outdoor activities.
5. Strong leadership skills, with the ability to mentor and supervise camp staff in a supportive and effective manner.
6. Ability to schedule, organize, and manage activities for children in a backwoods setting, ensuring a safe and engaging experience.
7. Strong communication skills, with the ability to positively engage with campers, staff, and participants of all ages.
8. Ability to observe camper behavior, assess its appropriateness, enforce safety regulations, and apply behavior-management techniques.
9. Must pass a background check and, if necessary, a motor vehicle check to ensure a valid license and clean driving record.

AAP/EEO STATEMENT

The Red Wing Area Family YMCA (the Y) provides equal employment opportunities (EEO) to all employees and applicants for employment with regards to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, the Y complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

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

This job description has been approved by all levels of management. Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee _____ Date _____