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RED WING YMCA JOB DESCRIPTION

Job Title: Ropes 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, Program Director

POSITION SUMMARY:

The Ropes Course Director at Camp Pepin oversees the exciting and adrenaline-filled Ropes Course program, which includes the High Ropes course, Zip Line, Giant Swing, Faith Pole, and Climbing Tower. The Ropes Director is responsible for staff training and evaluation, camper instruction, and the inspection and maintenance of all equipment. This role is critical for ensuring the safety of participants and staff while providing an encouraging, growth-focused environment.

Camp Pepin provides official certification for the Ropes Director and all staff working in the program. After receiving this training, the Ropes Director will continue to refresh and evaluate the skills of certified staff, ensuring that all safety procedures are followed. In addition, the Ropes Director is responsible for setting up and taking down the course daily, conducting regular equipment inspections, and documenting usage per accreditation policies. This role also involves challenging campers to define success for themselves in a supportive, "challenge by choice" environment.

ESSENTIAL FUNCTIONS:

1. **Ensure Safety:** Implement and enforce Standard Operating Procedures (SOPs) for all Ropes Course activities, ensuring safety protocols are followed by staff and participants at all times.
2. **Maintain and Inspect Equipment:** Perform daily safety checks and maintenance of all climbing and ropes equipment, documenting inspections and addressing any issues immediately.
3. **Develop and Lead Programs:** Create or adapt curriculum for the Ropes Course, ensuring it meets safety standards while engaging campers. Lead staff in setting up, running, and taking down the course daily.
4. **Train and Mentor Staff:** Lead staff training and skills refreshers, provide ongoing support, and evaluate staff performance throughout the summer, acting as a mentor and role model.
5. **Promote Youth Development:** Apply youth development principles, fostering communication, teamwork, and empowerment through the "challenge by choice" approach.
6. **Engage in Camp Life:** Actively participate in camp activities, including meals and evening programs, maintaining visibility and engagement with both campers and staff.
7. **Contribute to Camp Pepin's Legacy:** Embody the values and mission of the YMCA and Camp Pepin by continuously working to enhance its reputation within the community. Uphold high standards of service and commitment, fostering a positive and impactful camp environment that families rave about.

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 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. Must be able to obtain or become certified as a ropes course operator through on-site training (provided by camp).
4. Demonstrated knowledge and skill in ropes course programming and safety protocols.
5. Strong leadership abilities, with experience in mentoring and supervising staff and participants.
6. Ability to schedule and supervise children in outdoor, adventure-based activities.
7. Desire and ability to work with children in an outdoor environment, fostering engagement and safety.
8. Effective communication skills, with the ability to interact positively with youth and adults.
9. Ability to work with diverse participant needs and provide clear, supportive instruction to campers and staff.
10. Competence in observing camper behavior, assessing risks, enforcing safety regulations, and applying behavior-management techniques.
11. 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 _____