



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Title: Arts & Crafts Coordinator

Start Date: May 24th

Reports to: Summer Program Director

End Date: August 4th

Salary: \$180/week

General function: Under the general direction of the Summer Program Director, in accordance with the policies of the YMCA, this person serves as a program specialist responsible for the Arts & Crafts program (cabin rotation, pottery camp, skill builder.) This position is combined with other duties which best fit the total camp facilitation.

Qualifications:

1. 18 years of age or older, or have equivalent experience significant for camping and running an arts program.
2. Highly organized and motivated to plan, prepare, and carry out an arts program.
3. Current American Red Cross First Aid and CPR, or equivalent certification preferred.
4. Furnish Camp Wood YMCA with a current physical examination form signed by a licensed physician, showing you to be in good health and free of contagious diseases. Camp Wood will furnish physical form.
5. Lifeguard Training a plus.
6. Loves to work with children and be ready for challenging, yet rewarding work.

Specific Responsibilities:

1. Develop and operate a meaningful program in Arts & Crafts geared to the ages and abilities of the individual camper which emphasize creativity. Offer increasingly difficult challenges so as to attract campers of all ages, whether returners or first-timers.
2. Topics to consider are: Pottery, Jewelry Making, Pioneer Crafts, Leather Crafts, Duct Tape Crafts, Fabric Crafts, Nature Crafts, etc.
3. Coordinate the arts program with other camp activities and programs.
4. Promote the arts program throughout camp.
5. See that the Arts & Craft area is kept safe at all times and neat and organized at the end of each craft period.
6. Procure supplies with the prior approval of the Senior Program Director and Summer Program Director.
7. Maintain an accurate inventory of equipment and materials of the Arts & Crafts program to be submitted at summer's end.
8. Support the purpose and philosophy of Camp Wood YMCA and work towards meeting those goals.
9. Cooperate with the entire staff in working together for the welfare of campers and the camp.
10. Follow the personnel policy as listed in the Staff Manual.
11. Perform other tasks as may be required.
12. Ensures a Life Lesson Skill is taught with each session (responsibility, communication, etc).