### YMCA Camp Mill Hollow

**Contact:** Elissa Kobrin: ekobrin@ymcasaltlake.org

**Information:** ymcautah.org/mill-hollow  
**Apply:** https://form.jotform.com/YMCAWasatch/MH-StaffApp-2018

YMCA Camp Mill Hollow is for all genders of tweens/teens ages 12-17. Located in the beautiful Uintas Mountains, Mill Hollow provides exceptional opportunities for hiking, backpacking, Dark Sky Astronomy, wildlife viewing, plant identification, team challenge activities, journaling, art, connection to nature and to one another. The Mill Hollow program is designed to cultivate compassionate leadership and agency in teens through positive conflict resolution, team building, activity development and facilitation, and communication. Additionally, Mill Hollow has many traditional YMCA camp activities such as campfires, all-camp programs, archery, creative arts, and the Ragger program. We are currently in negotiation for a permit to use the Mill Hollow reservoir for a new waterfront program (non-motorized watercraft only). The outcome should be determined in the Spring.

Exceptional performance by Summer Staff may lead to an extended season and opportunities for continue employment in our developing Environmental Education Program.

### Assistant Director/Waterfront Program Director (1)

**Shape the future of a new camp for teens in a primary leadership role at YMCA Camp Mill Hollow!**

**DATES:** 05/21/18 – 09/15/18

**Minimum requirements:** 21 years of age, clean driving record, current lifeguard certification – LGI or WSI preferred, 3+ years in camp supervision as a unit leader, manager, or assistant director.

**General responsibilities:** Developing a comprehensive waterfront safety manual/program including risk management, emergency procedures, and programming. Helping to facilitate a week-long staff training program. Daily program and staff oversight including schedule adherence, behavior management, problem solving, staff supervision, and staff meeting facilitation. Covers staff breaks as needed, helps to maintain staff-to-camper ratio. Composes weekly reports, tracks incident/accident forms, adjusts schedule and staffing allocation, facilitates check in and cabin assignments.

### Teen Mentor/Leadership Program Facilitator (6)

**Minimum requirements:** 19 years of age, 2+ years working with youth, teens preferred. CPR/First Aid certification upon hire, backpacking or backcountry hiking experience preferred.

**General responsibilities:** The Teen Leadership and Adventure Facilitator’s primary function is to provide positive, safe, empowering, inclusive, supervision to campers while effectively facilitating YMCA Camp Mill Hollow programs. Facilitators are the frontline in creating memorable, enriching, enjoyable experiences for participants. Facilitators work as a team to support the emotional and physical well being of all campers at YMCA Camp Mill Hollow.

### Teen Leadership and Adventure Facilitator – Media and Photography Focus (1)

**Minimum Requirements:** 19+ years of age. CPR/First Aid certification upon hire. Significant experience in photography, videography, photo and video editing, and digital media platforms. Portfolio of work must be available for review by hiring agent.

**General Requirements:** This position works closely with the Camp Mill Hollow Team to assist in providing effective, engaging, positive program support at YMCA Camp Mill Hollow with a focus on capturing the camp experience for historical records, advertising, donor/grant reporting, and camp families. The incumbent will also lead a focus group on media and photography that ends each week with a video or slideshow produced with camper contributions. Additionally, the Media and Photography Focus Facilitator provides flexible, adaptable, well-informed support in program areas including but not limited to: archery, arts and crafts, outdoor skills, field games, hiking, overnights, all-camp activities, and more.

### Lifeguard/Program Specialist (2)

**Minimum Requirements:** 18 years of age, current lifeguard certification, 2+ years working with youth as a lifeguard, coach, mentor, tutor, or similar experience. Some experience with non-motorized watercraft such as canoes and/or kayaks preferred.

**General Responsibilities:** Lifeguards provide appropriate supervision to campers and staff and ensure a safe environment at the camp’s waterfront and other program areas. Lifeguards facilitate waterfront activities that are safe, fun, and appropriate to the campers’ age and abilities. They also assist in the proper care, monitoring, storage, and use of the waterfront facilities and equipment including all related safety checks. Lifeguards also directly with cabin counselors to provide supervision and facilitation support.
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<th><strong>Food Service Manager:</strong></th>
<th><strong>Kitchen Coordinator:</strong></th>
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<td><strong>Minimum Requirements:</strong> 21 years of age, ServSafe Manager certification required. 5+ years working in high volume food service. Highly organized and professional person with extensive culinary experience. Large scale sourcing and ordering for both YMCA Camp Roger and YMCA Camp Mill Hollow. Menu planning, and supervision are key components. Oversees the food service at both camps and provides support and mentorship to all kitchen staff. A calm, kind, detail-oriented, and positive person, the Food Service Manager is tasked with assuring that kitchen staff adhere to the highest standards of cleanliness and use procedures that exceed health department guidelines for safe food handling and storage. The Food Service Manager also trains and evaluates kitchen staff, manages schedules, tracks hours, and provides disciplinary action in line with YMCA policies if necessary. ServSafe Manager certification required.</td>
<td><strong>Minimum Requirements:</strong> 21 years of age. Utah Food Handlers Card and/or ServSafe Food Handlers certification required. <strong>General Requirements:</strong> Organized, timely, and cool under pressure, Kitchen Coordinators oversee the successful implementation of camp menus and the production of three healthy, delicious, kid-friendly meals per day that are at the correct temperature and on time to maintain a tight schedule. Highly skilled in cooking simple, tasty meals for kids and teens that are nutritious and cost effective. Oversees Kitchen Assistants at their respective camp and provides kind mentorship and guidance to advance their skills. Maintains an exceptionally clean kitchen and oversees proper cooling, storing, and dating of food with regular disposal of food past usable dates.</td>
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<th><strong>Kitchen Assistants:</strong></th>
<th><strong>Health Service Coordinator:</strong></th>
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<td><strong>Minimum Requirements:</strong> 18 years of age. Utah Food Handlers Card and/or ServSafe Food Handlers certification required. <strong>General Requirements:</strong> Entry level food preparation and cleaning are key components with opportunities to learn, grow, and advance skills. Lots of chopping, shredding, peeling, mixing, and other preparation work. Aids the Kitchen Coordinator in keeping an exceptionally clean kitchen and works diligently to prevent cross-contamination by using proper hand washing, glove use, and cleaning techniques.</td>
<td>**Minimum Requirements:**19+ Years of age. Minimum current CPR/AED/First Aid certification. WFR, W-EMT, EMT, Paramedic, Pre-Nursing, CNA, or RN strongly preferred. <strong>General Requirements:</strong> Oversees the Volunteer Camp Nurse Program by orienting new nurses as they arrive each week. Shows nurses lodging, first aid room, storage of medications and first aid supplies, communication, wifi, emergency protocol book, treatment log, standing orders, etc. Reviews all camper health forms each week and orients nurses to campers with medications or special health concerns. Inventories, orders, and stocks first aid supplies. Checks in and out first aid kits for hikes and backpacks, assuring that they are accounted for, inventoried, and restocked. Aid nurses in maintaining “Rule of Three” when caring for a sick camper overnight, and may be asked to stay in health center if there is an overnight sick camper. The Health Service Coordinator will act as primary first aid provider in the event that a nurse cancels their service unexpectedly - working only within their scope of training. They may be asked to step into program as needed to maintain camper/staff ratio. Must be flexible, adaptable, polite, with excellent customer service skills.</td>
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