



## Job Description

**Position Title: CSP Program Facilitator**

**Position Reports To: Program Director**

### **Mission:**

The American Youth Foundation inspires people to discover and develop their personal best, to seek balance in mental, physical, social and spiritual living and to make a positive difference in their communities and in the wider world.

### **Expectation of All Employees:**

Show commitment to the core values of best self, balanced living, safety, respect, responsibility and stewardship. Support the organization's mission, vision and ethics by displaying the following behaviors: integrity, openness and honesty, listening and understanding, giving and receiving constructive feedback, seeking a balance between personal and professional lives, dependability and accountability. Follow guidelines as described in AYF Staff Manuals.

### **General Responsibilities:**

The Community and Schools Program Facilitators are responsible for assisting in planning and delivering spring, summer and fall programs for a broad spectrum of ages and curricula at Miniwanca. Facilitators will receive broad, interdisciplinary training, orientation and experience in all aspects of year-round programming and management.

### **Specific Responsibilities:**

- 10 days of training to include:
  - Experiential Pedagogy and Philosophy
  - High Challenge Course Facilitation
  - Team Challenge Course Facilitation
  - Waterfront/Boathouse Management
  - Ecology/Environmental Education Facilitation
  - Meal Procedures
  - Evening Activities
  - Tools for Team Leadership©
  - Framework for Facilitation©
- Small Group Facilitation during spring AYF school programs
- Serving on the AYF Residential Summer Camps Program Team
- Coordinator or Specialist role in AYF High School Leadership Conferences
- Small Group Facilitation during fall AYF school programs
- Facility opening and closing during first and last weeks of tenure
- Individual project as approved/determined by AYF Program Directors
- Other duties as assigned

**Essential Functions:** Able to fulfill the essential functions of the position, and with no established medical history that would preclude fulfillment of the essential function, including passing a medical exam where a licensed physician signs a health memorandum in support of this.

- Applicants must be in excellent physical condition, able to lift 25 pounds and move through camp terrain.
- Applicants must have strong emotional health. They will be required to exhibit good judgment, effective problem solving, and maintain calm to safely lead the children in their care under changing and stressful conditions.
- Be able to maintain focus for extended periods while working.
- Able to effectively manage their emotions to remain focused on what is in the best interest of the campers in their care in a variety of situations.

- Ability to communicate effectively with campers and staff
- Ability to respond to and direct campers and/or staff in an emergency
- Ability to work effectively with people from diverse backgrounds
- Ability to maintain a physically and emotionally safe environment for campers

**Qualifications: (required)**

- Program staff commitment March 20 through October 25.
- Minimum Juniors/Seniors in College or 21+.
- Traits of successful candidates: strong passion for positive youth development programming, willingness to learn, strong work ethic, willingness to give/receive feedback, demonstrated flexibility
- Experience required: basic facilitation, work experience with youth, work experience in the outdoors
- Experience optional: ropes course, lifeguarding, outdoor skills, environmental education, summer camps, wilderness programming, wilderness emergency response (WFA/WFR)

**Approvals:**

I have read and understand this job description:

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Employee Signature, Date

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Supervisor Signature, Date

*The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.*