



## Community Life Coordinator (Mulcahy Fellow)

### Job Description

Reports To: Camp Director and Director of Community Life, Diversity, and Inclusion

#### Mission

The American Youth Foundation dares people to discover and celebrate the very best in themselves and others, inspires them to explore diverse perspectives and complex challenges, and emboldens them to live courageously, engaging their full capacity.

#### General Overview

This Community Life Coordinator role will work on the Care Team at their camp and alongside Program Coordinators to ensure the support of campers who hold historically marginalized identities (BIPOC, LGBTQ+, etc.). This role begins in winter 2023 as part of the [2023 Mulcahy Fellowship cohort](#), working virtually before transitioning to onsite work for summer camp. Summer 2023 will include one to two weeks of paid staff training, followed by two three-week camp sessions ending August 6. Community Life Coordinators will stay an extra week to lead Dare to Adventure ending August 12.

#### Essential Summer Functions

- Participate fully as a member of the Care Team and Coordinator team, supporting community expectations and fellow Staff members when possible
- Communicating about the wellbeing of campers who hold historically marginalized identities to Care team and Coordinator team.
- Be active in the camp community, building rapport with these campers before/during camp and communicating with their parents as partners around issues that involve their children, maintaining an ideal client relationship
- Organize and lead "Affinity Groups" for seasonal staff who hold historically marginalized identities at their camp
- Implement DEI Initiatives created during the Winter/Spring virtual Fellowship
- Establish personal and professional goals for the summer and work toward those goals, as well as participate in camp programming whenever possible
- Complete all job functions and other duties as assigned

#### General Summer Responsibilities

- Encourage leadership development, healthy community living, Best Self practices and balanced Four-Fold growth according to the philosophy of AYF by instruction and example.
- Protect the safety and health of campers by adhering to community expectations and following all policies and procedures outlined in the Staff Handbook, including our alcohol-, drug-, and tobacco-free camp policy and AYF COVID-19 Staff Eligibility and Expectations.
- Fully participate in and be present at all community activities and staff training and instruct occasional skilled activities.

#### Required Skills

- Strong emotional and mental health. Must be adaptable and exhibit good judgement to determine what is in best interest of the campers in their care.
- Interest and passion for working with youth, implementing Diversity, Equity, and Inclusion initiatives, providing support, and advocating for others
- Ability to respond to and direct campers and staff in an emergency

- Effective communication with youth participants and adult staff across a wide range of identities and backgrounds. Ability to foster positive relationships.
- Ability to understand, promote, actively include, and work effectively with diverse perspectives and identities
- Thorough understanding of critical issues shaping the lives of young people in the U.S., especially racial and gender equity, inclusivity, justice, ethics, and cultural competency

#### **Vision for All AYF Employees**

- Show commitment to the [AYF Core Values](#) of investing in youth, enkindling inner sparks, embracing joy, belonging in community, and growing together.
- 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.
- Adhere to all policies and guidelines as described in the AYF employee handbook.

#### **Work Environment**

- Position is located at Miniwanca in Shelby, Michigan. The Miniwanca site necessitates the ability to move through rugged terrain.
- Coordinators will live onsite during staff training and during the two camp sessions. Housing and all meals are provided.

#### **Education, Experience, or Certifications**

- High school graduate and at least 20 years old
- Demonstrated leadership ability and commitment to balanced personal development and excellence.
- Previous experience working with children, adolescents and/or young required
- Strong teaching/facilitating and leadership skills preferred
- Current certification in CPR and First Aid (training available for accepted candidates)

#### **Benefits**

- \$3,200 financial stipend for virtual work, plus \$750 weekly pay for Community Life Coordinator role. Stipend payments are made biweekly beginning in early February.
- \$200 referral bonus paid at the end of summer for each hired employee the applicant refers
- Coordinators will receive one day off for every six days worked when onsite.

*Recognizing the full value of all, the American Youth Foundation affords equal opportunity for employment and program participation to all individuals based on merit and / or eligibility without regard to race, color, sex, pregnancy, sexual orientation, gender identity, familial status, religion, national origin, citizenship, disability, age, military status, or any other basis prohibited by law.*

*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.*