

# Assistant Program Director

## Camp Y-Koda | Sheboygan County YMCA

Camp Y-Koda is looking for an enthusiastic and dependable leader to support the planning and daily operation of our summer camp program and help create meaningful experiences for children and families. The Assistant Program Director will work alongside the Summer Camp Director to support staff supervision, camper engagement, program planning, safety, and daily camp operations while helping foster a positive, fun, and inclusive camp culture.

If you have a passion for youth development, outdoor education, and working with a team to create incredible camp experiences, we'd love to hear from you! Help us create a summer of adventure, friendship, and unforgettable memories at Camp Y-Koda.

**Job Type:** Full-Time Exempt

**Salary:** \$45,000 – \$47,000 annually

**To Apply:** Interested candidates should email a cover letter and resume to Dani Roscovius, Camp Y-Koda Summer Camp Director, at [droscovius@sheboygancountyyymca.org](mailto:droscovius@sheboygancountyyymca.org) by October 2, 2026.

### Position Summary

- Serve as the lead assistant to the Summer Camp Director.
- Help plan, facilitate, and teach youth programs year-round.
- Manage camp group facility rentals.
- Assist with teaching outdoor education programs.
- Schedule and facilitate groups at the High Ropes and Challenge Course.
- Promote and markets programs.
- Participate in fundraising activities and provide feedback for continued program success.
- Help train summer camp staff and volunteers.
- Ensure the safety and physical well-being of the children, volunteers, and all camp participants.
- Supervise the camp store, maintaining a balanced budget, monitoring inventory, and forecasting future needs.
- Oversee first aid equipment, supplies, and injuries at Camp.
- Maintain all lost and found items year-round.

### Qualifications

- College degree in education, recreation, or similar field of study or significant experience working in a camp setting is preferred.
- Experience working at a summer camp and knowledge of camp activities and philosophy.

- Knowledge and understanding of nature, environmental education, or a love for nature.
- Knowledge of strategies for working with children, parents, and the community.
- Exemplary behavior management skills.
- Excellent verbal and written communication skills.
- Communicate effectively with children at an age-appropriate level.
- Proficient with Microsoft Office and general technology.
- Able to obtain High Ropes & Challenge Course Lead belay certification.
- Able to obtain First Aid/CPR/AED/lifeguarding American Red Cross professional certifications.

## **Physical Requirements**

This position requires active participation in camp programming and outdoor activities. Candidates must be able to:

- Perform tasks requiring exertion outdoors in all weather conditions and on difficult terrain.
- Lift, push, hold, handle, or drag equipment up to 50 lbs.
- Stand, squat, kneel, bend, and carry children; able to sit without back support for 4 hours or more.

## **Benefits**

- Health insurance, including prescription drug & vision coverage
- Health Savings Account with monthly employer contribution
- Dental insurance
- Optional life insurance & accidental death & dismemberment coverage
- Employee Assistance Program
- Employer sponsored basic life insurance & accidental death & dismemberment coverage
- Employer sponsored long-term disability coverage
- YMCA Retirement Savings Plan option
- YMCA Retirement Plan with 7% company match upon eligibility
- Paid time off – vacation, sick, & holiday pay
- Sheboygan County YMCA family membership & discounted YMCA program fees
- Flexible work schedules
- Training & development

## **Why Join Camp Y-Koda?**

At Camp Y-Koda, we believe camp changes lives. As our Assistant Program Director, you will help create experiences that build confidence, friendships, leadership skills, and a lifelong appreciation for the outdoors. You will work alongside a dedicated team committed to strengthening our community through the YMCA's core values of **Caring, Honesty, Respect, and Responsibility.**