



The Bangor Y

YMCA and YWCA of Greater Bangor

127 Hammond Street and 17 Second Street, Bangor, ME 04401
Phone 207-941-2815 or 207-941-2808 Fax 207-941-2819 or 207-941-2812

Job Description

Date 3/10/2008
Job Title Ropes Course Director
Department Camp Molly Molasses
Reports to Director/Camp Director

Job Summary

Design and implement a comprehensive challenge course curriculum using adventure-based ideas. Oversee all operations on the low and high ropes course.

Education

Experience

Extensive experience on a ropes/challenge course.
Experience & enjoyment working with children.
Adaptability in outdoor unstructured situations.
Pleasant personality.
Emotional maturity, good moral integrity.

Special Training, Skills and/or Certifications

Current CPR and First Aid certificate.
Evidence of ropes course training and certification.
Ability to supervise others.

Physical Demands

Responsibilities

- Adhere to Code of Conduct and all other policies implemented by the Bangor Y.

- Work closely with the Camp Director, Assistant Director, Counselors, Junior Counselors, Co-Program Directors, parents and volunteers to develop a program that provides for each child's social, emotional, cognitive and physical development.

- Promote and articulate the mission, goals and philosophy of the Bangor Y and the program.

- Develop and implement a well planned/organized challenge course program.

- Direct all activities on the ropes course.

- Supervise all personnel on the ropes course.

- Provide a strict and safe program in an enjoyable environment.

- Attend staff meetings as required.
- Attend and/or provide training workshops as required.
- Attend and participate in sleepovers as required.
- Turn in and discuss lesson plans with the Director every Wednesday before the week of implementation.
- Meet with the Director/Assistant Director periodically to discuss plans, problems, and appraisal of his/her work.
- Assist in maintaining the overall order, neatness and cleanliness of the camp program.
- Provide for supervision of children, both indoors and out of doors that meet proper child/staff ratios and provides for a safe and healthful environment.
- Notify the Director/Assistant Director of any child or staff illnesses.
- May be assigned to one unit to assist and supervise as needed during the season.
- Notify the Director of any injury to a child or staff member. An accident report will be filled out within two hours of occurrence of injury. Obtain parental/guardian signature that day. This will be submitted to the Camp Director.
- Report to Camp Director/Assistant Director any person exhibiting atypical behavior in the vicinity of the program. The staff will remove the children from the area.
- Release children to authorized individuals only.
- Notify the Camp Director of any suspicions of abuse/neglect of a child.
- Maintain the confidentiality of children and their families enrolled in the camp program.
- Maintain a warm and friendly disposition with all children, parents, and staff.
- Help in planning of and participate in all special camp wide activities/special events.
- Responsible for utilizing Counselors, Junior Counselors and other program staff on the ropes course during activity periods and during choice time.
- Responsible for ensuring that other staff are properly trained in ropes course safety, proper belay techniques and general course inspection.
- Visually and physically inspect all elements (low & high) for obvious flaws in course hardware and record in course log daily.
- Visually and physically inspect all equipment to be used prior to start of program and record in course log.
- Ensure that the course rescue bag is inspected and brought onto the course prior to the start of any program.
- Visually and physically inspect all ropes to be used prior to daily program.
- Ensure that all participants in ropes course programs have read and signed permission slip and medical waivers as required.

- Ensure that the ropes course log book is kept up to date and that all entries are accurate.
- Maintain ropes course in accordance with standards established by the Bangor Y.
- Take detailed inventories pre-season, post-season, and every 30 days. Record on appropriate form.
- Be able to implement and carry out an emergency action plan.
- Responsible for maintenance of all ropes course equipment.
- Have a rainy day program available as needed.
- Organize and run special ropes course activities.
- Take initiative and provide activities for children when idle.
- Perform all other duties as assigned

By signing below, I agree to accept the position as described in this job description.

Ropes Course Director Date

Camp Molly Director Date

Modified on