



## **YMCA Camp Bernie** **Summer Camp Job Description**

**Job Title:** Dirtbike Director

**Reports To:** Program Coordinator and Leadership Team

**Position Purpose:** The Dirtbike Director furthers the mission of YMCA Camp Bernie through the development and delivery of a Dirtbike program that is safe, fun, and appropriate to the campers' ages and abilities. The Dirtbike Director takes the lead in overseeing the management of the physical operation of the mini-biking facilities and equipment.

### **Essential Job Functions:**

**1:** Ensure that campers and staff know and follow safety and educational procedures in Dirtbiking.

- a. Lead in the implementation of staff training in Dirtbiking. Instruct other staff members in their responsibilities in the Dirtbiking program area, including equipment safety checks.
- b. Ensure campers and staff members follow all safety protocols in Dirtbiking program area, including wearing proper attire and protective equipment.
- c. Be knowledgeable and familiar with the terrain and area available for Dirtbiking at Camp Bernie.
- d. Model safe and appropriate use and care of Dirtbiking facilities and equipment at all times.
- e. Monitor Dirtbike Instructors, ensuring that best practices are being consistently demonstrated at all times.

**2:** Lead instruction in Dirtbike activities.

- a. Deliver fun and creative Dirtbike program activities that are progressive.
- b. Work with the Dirtbike Instructor to develop lesson plans that meet camp outcomes and match the ability level of campers.
- c. Evaluate the success of the camp programs, in partnership with the Program Coordinator, to ensure the development of camper Dirtbiking abilities and skills, in keeping with the overall mission of Camp Bernie.

**3:** Supervise the management and care of the physical facilities and equipment in the Dirtbike program area.

- a. Ensure that a daily check of the area and equipment is conducted for safety, cleanliness, and good repair.
- b. Develop a system whereby the Dirtbike Instructors/ Director maintain the Dirtbike equipment including Dirtbikes, helmets, knee & elbow pads, goggles and gloves.

**4: Train and Supervise Dirtbike Staff.**

- a. Work collaboratively with the Program Coordinator, Summer Camp Coordinators and Leadership Team to ensure consistent scheduling and programming in Dirtbikes.
- b. Supervise, collaborate with, and provide regular constructive feedback to Dirtbike Instructors.

**Other Job Duties:**

- a. Contribute to verbal and written evaluations and communications as requested by Program Coordinator and/or Summer Camp Coordinator.
- b. Participate enthusiastically in camp activities and be an engaged member of the Camp community.
- c. Participate as a member of the staff team to deliver and supervise evening programs, special events, overnights, and other all camp activities and camp functions.
- d. Attend meetings as requested by Program Coordinator, Summer Camp Coordinators Senior Program Director and/or Executive Director.
- e. Any and all other added responsibilities as requested by Program Coordinator, Summer Camp Coordinators Senior Program Director and/or Executive Director.

**Qualifications:**

- a. Must be at least 21 years of age.
- b. Must carry current certifications in CPR and First Aid.
- c. Must have experience in Motorcycle or dirt bike maintenance and safety, and experience working with children.
- d. Must submit health history record and examination form prior to first day of work.
- e. Must have the ability to lead activities, be a group leader, and be flexible.

**Physical Aspects of the Job:**

- a. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- b. Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in the event of an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

**Note:**

*Some physical requirements of a bicycling position could be endurance, including sitting on a bicycle for extended time, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate equipment. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/program. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat.*