



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## MISSION DEDICATION TEAMWORK

### Job Description- Teen Summer Mentor MANITOWOC-TWO RIVERS YMCA

FLSA Status: Hourly  
Reports to: Youth & Family Manager

Revision Date: 3/2023  
Primary Function/Department: Teen

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#### POSITION SUMMARY:

Responsible for facilitation and leadership of the YMCA teen summer program and activities. Specific program supervision and leadership areas are to include: Youth Supervision in Youth Areas, gyms and implementation of teen activities during summer program.

#### OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

#### LEADERSHIP COMPETENCIES:

As part of our holistic, YMCA-trademarked approach to leadership identification and growth, candidates for this particular role on our team will be expected to demonstrate strength and willingness to continually improve in the following areas:

- Relationships
- Inclusion
- Community
- Developing Others

#### ESSENTIAL FUNCTIONS:

- Supervise, instruct and participate with youth, teens and families in various games and activities.
- Ability to organize and lead youth groups in a safe, professional, engaging manner.
- Help monitor and evaluate the effectiveness of and participation in programs
- Ability to adapt to situations and change course of action as group dynamics change



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- Able to work without constant supervision. Self-motivated.
- Emphasize and instill the Y mission and Y core values within our programs.
- Participates in staff and/or related meetings
- Assist in planning of activities ahead of scheduled shift
- Maintain a positive and professional work relationship with entire YMCA staff

**QUALIFICATIONS:**

- Individual needs to be outgoing, assertive, creative, flexible and have an eagerness to seek out and involve others with a genuine concern for today's youth and families.
- Experience in youth leadership and/or the strong desire to work with youth as a mentor/leader
- Experience in team building activities, group dynamics, conflict resolution and relationship building.
- Must have the following training within the first 60 days or hold current certificate
  - CPR
  - First Aide Training
  - Blood Borne Pathogens
  - Child Abuse Prevention for staff and prevention for reporting
  - Mandatory Reporting
- Must pass a background check
- Must be 21 years of age with a High School Diploma or equivalent
- Must have valid driver's license

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Employees must observe/evaluate groups of youth/teens and staff by sight, sounds and active interaction.

- Minimum physical requirements include: standing, walking, activity participation for up to 8 hours.

- Able to lift up to 50 pounds

*I understand the role and responsibilities required to successfully fulfill this role on the Manitowoc-Two Rivers YMCA Executive Team.*

Signature \_\_\_\_\_ Date : \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date: \_\_\_\_\_