

Camp Wonderful

Job Description

Job Title: **Program Specialist: Gymnastics**
Incumbent:
Classification: *Nonexempt (Seasonal)*
Reports to: *The position generally would report to the Program Director. Although in some camp operations, this position may be part of the sports department.*

Position Purpose:

To further the mission of the camp through the development and delivery of gymnastics activities that are safe, fun, and appropriate to the campers' age and abilities. Assist in the management to the physical operation of the gymnastics equipment.

Essential Job Functions:

1. Develop and deliver a gymnastics program that is appropriate for the age and ability of the campers
 - ♦ Write lesson plans that meet camp outcomes and the abilities of the campers.
 - ♦ Evaluate abilities of campers and staff.
 - ♦ Deliver progressive gymnastics activities.
 - ♦ Evaluate the success of the gymnastics program.
2. Ensure that camp staff and campers know and follow safety and educational procedures
 - ♦ Assist in the implementation of staff training for gymnastics.
 - ♦ Train other staff in their responsibilities when at gymnastics.
 - ♦ Ensure campers and staff follow safety procedures.
3. Assist in the management and care of the physical facilities and equipment in the gymnastics program area
 - ♦ Maintain the gymnastics equipment including beams, bars, mats etc.
 - ♦ Ensure the security of the gymnastics equipment when not in use.
 - ♦ Conduct daily check of area and equipment for safety, cleanliness and good repair.
 - ♦ Clean gymnastics equipment daily.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events.

Relationships:

Program Specialists often have direct relationships with the counseling staff and may actually serve as a counselor with a camper group when not on duty teaching gymnastics. Note should be made of the role of the maintenance staff in regard to this position and the care of the gymnastics equipment including repair, replacement and storage.

Equipment Used:

Identify the specific equipment available at the camp for gymnastics.

Qualifications (Minimum Qualifications and experience)

- ♦ Documented experience in gymnastics instruction or documented training and experience.
- ♦ Current certification in first aid and CPR.
- ♦ Training and experience in teaching gymnastics to children

Knowledge Skills and Abilities:

- ♦ Experience in setting up, securing and maintaining gymnastics equipment
- ♦ *It is important to list the specific equipment and gymnastics areas this position is responsible for such as uneven bars, parallel bars, horse, floor exercise, balance beam etc.*

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness or injury) and possess strength and endurance required to maintain constant supervision of campers.

Some physical requirements of a gymnastics position could be endurance including standing, some bending, stooping, stretching and strength and dexterity to demonstrate gymnastics skills. Requirement for 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.