



UNITED INDIAN HEALTH SERVICES, INC.

UIHS May-Gay-Tolh-Kwe Youth Summer Camp 2021

SUMMER DAY CAMP COORDINATOR

United Indian Health Services, Inc. thanks you for your interest in the position of Summer Camp Coordinator for the Annual UIHS May-Gay-Tolh-Kwe (“a healing place” in the Yurok language) Youth Summer Day Camps 2021 which will be held the weeks of

- June 28-July 2, 2021 at the Potawot Health Village in Arcata
- July 12-16, 2021 at Resighini Rancheria Community Center in Klamath
- July 19-23, 2021 at the Elk Valley Rancheria Community Center in Crescent City

The Summer Day Camp Coordinator is responsible for planning, coordinating and implementing the UIHS Summer Day Camps 2021. Another key component for this position is to provide guidance and leadership for all other UIHS Summer Day Camp staff. Leadership training for staff will be provided and includes team-building activities, an overview of the roles and responsibilities, basic first aid training and emergency protocol, and a review of the camp agenda. This training is scheduled to be held prior to Summer Day Camp and all staff will be required to attend.

May-Gay-Tolh-Kwe Youth Summer Day Camp 2021 will provide a safe and positive experience for American Indian community youth ages 9-11 and for 12-17 who are registered with UIHS. Campers will be introduced to local cultural traditions and have the opportunity to participate in many activities that promote and encourage healthy lifestyle choices.

Cultural activities will include necklace making, storytelling, and traditional games. Presentations & activities on health & wellness related topics such as diabetes prevention, self-esteem building, nutrition, recycling and environmental education. Campers will also participate in daily hikes, nature walks, games and various physical activities.

To apply for this position, please submit a letter of interest and a resume to the UIHS Human Resources Department at 1600 Weeot Way Arcata, Ca 95521. Deadline for applying is Thursday June 3, 2021 at 5pm. If you have any questions or need more information, please contact the UIHS Human Resources Department at (707) 825-5000 or the UIHS Tribal Public Health Division at (707) 825-5070.

**SUMMER DAY CAMP COORDINATOR
ESSENTIAL JOB DUTIES**

REPORTS TO: CAMP DIRECTOR
SUPERVISES: ADULT COUNSELORS, PEER COUNSELORS
 and YOUTH CAMPERS

GENERAL FUNCTION:

Work with Summer Day Camp Director and other UIHS Staff to plan, coordinate and implement UIHS Youth Summer Day Camp 2021.

MAJOR TASKS and RESPONSIBILITIES:

- Responsible for assisting with the hiring of adult and peer counselors
- Responsible for planning and participating in leadership training activities for camp staff.
- Responsible for planning daily activities for summer day camp, including guest and cultural presentations and providing daily supervision of all summer camp programming.
- Responsible for set-up and clean-up of summer camp site, including providing a pre and post-inventory of all summer camp supplies.
- Participate in making recommendations for future youth summer camps.
- Participate in team supervision of all summer day camp staff and youth campers.
- Be a positive role model and demonstrate respect to campers, counselors, staff, elders and guest presenters.
- Demonstrate an open willingness to share traditional and cultural knowledge that helps to motivate campers to participate in workshops and activities.
- Practice confidentiality.
- Do not engage in inappropriate behavior such as: profanity, physical violence, verbal abuse and sexual misconduct, consumption or possession of any controlled substance. No tobacco use will be permitted.

MINIMUM JOB REQUIREMENTS:

Must possess the ability to work with American Indian youth in group settings and have demonstrated experience providing leadership and supervision to youth and other age groups. Camping and outdoor experience is preferred. Personal knowledge of local American Indian culture and heritage preferred. UIHS is an alcohol and drug-free workplace. Pursuant to Public Law 93-638, preference will be given to persons of American Indian descent.