



## UNITED INDIAN HEALTH SERVICES, INC.

UIHS May-Gay-Tolh-Kwe  
Youth Summer Camp 2024

### SUMMER CAMP CO-COORDINATOR

United Indian Health Services, Inc. thanks you for your interest in the position of Summer Camp Co-Coordinator for the Annual UIHS May-Gay-Tolh-Kwe (“a healing place” in the Yurok language) Youth Summer Camp 2024 which will be held the week of July 8-12, 2024, at the Red Alder Group Campsite and the Sumeg Village at Sue-meg State Park in Trinidad, California.

The Summer Camp Co-ordinators are responsible for planning, coordinating, and implementing the UIHS Summer Camp 2024. Another key component for this position is to provide guidance and leadership for all other UIHS Summer Camp staff. Leadership training for staff will be provided and includes team-building activities, an overview of the roles and responsibilities and emergency protocol, and a review of the camp agenda. This training is scheduled to be held prior to Summer Camp on Monday, July 8, 2024, and all staff will be required to attend.

*May-Gay-Tolh-Kwe Youth Summer Camp, 2024 will provide a safe and positive camping experience for American Indian community youth ages 9-11 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 sports 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. The deadline for applying is FRIDAY, MAY 24, 2024. In accordance with P.L. 93-638 if claiming American Indian preference – proof of membership/documents MUST BE ATTACHED, if verification is not attached you will not be given American Indian Preference. If you have any questions about documentation that UIHS will accept or need more information, please call the UIHS Human Resources Department at (707)825-5000. or the UIHS Tribal and Cultural Health Department at (707) 825-5070.

**SUMMER CAMP CO-COORDINATOR  
ESSENTIAL JOB DUTIES**

REPORTS TO: CAMP DIRECTOR  
SUPERVISES: ADULT COUNSELORS, PEER COUNSELORS  
and YOUTH CAMPERS  
SALARY RATE: \$2250.00

**GENERAL FUNCTION:**

Work with the Summer Camp Director, Summer Camp Co-Coordinator and other UIHS Staff to plan, coordinate, and implement UIHS Youth Summer Camp 2024.

**MAJOR TASKS and RESPONSIBILITIES:**

- Responsible for assisting with the hiring of adult and youth counselors.
- Responsible for planning and participating in leadership training activities for camp staff.
- Responsible for planning daily activities for summer camp, including guest and cultural presentations, and providing daily supervision of all summer camp programming.
- Responsible for set-up and clean-up of the summer campsite, 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 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 are preferred. Personal knowledge of local American Indian culture and heritage is preferred. UIHS is an alcohol and drug-free workplace. In accordance with P.L. 93-638 if claiming American Indian preference – proof of membership/documents MUST BE ATTACHED, if verification is not attached you will not be given American Indian Preference. If you have any questions about documentation that UIHS will accept or need more information, please call the UIHS Human Resources Department at (707)825-5000.