



## POSITION DESCRIPTION - MENTOR IN TRAINING

**Position:** Mentor in Training (MIT)

**Reports to:** Program Director

### **Compensation & Benefits:**

The Mentor in Training (MIT) will be compensated at a flat rate for the duration of employment, at \$75 per day. The MIT, along with all seasonal employees, will receive lodging and meals on site throughout the summer program. As a seasonal employee, the MIT will not receive medical or retirement benefits.

The MIT will be provided with personal growth and professional development opportunities throughout employment. The MIT will also be paired with a Youth Mentor for guidance and support.

**Overview:** The MIT assists in implementation of Hills to Climb summer programming, helping to provide an exceptional, inspiring experience for youth campers. The MIT is responsible for mentorship and leadership of youth, while also assisting with program preparation and facilitation.

*The MIT is a seasonal, exempt position.*

### **MAJOR DUTIES AND RESPONSIBILITIES**

The MIT works with peers and Youth Mentors to assist the Program Director in execution of the Hills to Climb summer camp experience as outlined by the Executive Director, Program Advisory Committee and Board of Directors. Responsibilities include, but are not limited to:

#### **Mentorship:**

- Provide mentorship to campers, as appropriate.
- Resolve conflicts or disputes between parties in a professional manner.
- Collaborate with peers and teams to ensure a positive development environment for youth.
- Set a good example in character, decision making and demeanor.

#### **Activity Facilitation:**

- Assist in execution of the summer program curriculum, with excellence, as directed by the Program Director and Youth Mentors.
- Provide insight to the Youth Mentors and Program Director regarding participant interaction and feedback concerning the planned activities.
- Participate in large or small group activities and other programming, as appropriate and requested. Overall providing an enriching, inspiring and meaningful experience to all campers.
- Accompany campers and staff in all aspects of the summer experience including, but not limited to: trainings, activities, workouts, meals, field trips, staff meetings and cabins.
- Assist in enforcing rules and ensuring safety throughout the summer experience.



### **KNOWLEDGE, SKILLS AND ABILITIES**

- Must conduct themselves in a manner of highest professionalism.
- Must be open minded and culturally competent.
- Ability to exercise good judgment and self-control.
- Ability to effectively interact and communicate with camp staff, peers, campers ages 11-14, and volunteers.
- Must demonstrate enthusiasm, trustworthiness, personal integrity and honesty.
- Must be able to work in a fast paced, hands on environment.
- Must be self-disciplined and organized to work independently and with limited supervision.
- Must have a passion for youth mentorship, forming relationships and teamwork.

### **QUALIFICATIONS**

- Experience in a summer camp setting is preferred.
- Experience in developing and mentoring youth programming.
- Must have a love or willingness to try the outdoors and outdoor recreation activities.
- Must be available for the entirety of the Hills to Climb summer experience, which includes several weeks in the month of July.
- Must complete required trainings and certifications prior to the start of camp.
- Must have a welcoming and charismatic personality.
- Ability to successfully pass a background check and other pre-employment screening.

### **PHYSICAL REQUIREMENTS include but are not limited to:**

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.

- Able to lift & carry items up to 15 lbs.
- Able to hear and speak to camp staff and campers.
- Able to see and read on computer screen and paper.
- Ability to work in a constant state of alertness and safe manner.

### **EMPLOYEE ACKNOWLEDGMENT**

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Print

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Signed

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Date