



YMCA Wanakita

Family Camp Job Postings

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Charitable Registration #
10808 3825 RR0001



About YMCA Wanakita

YMCA Wanakita is located on a 1,000 acre property on the shores of Koshlong Lake in Haliburton Ontario. YMCA Wanakita has over 3km of lake and river shoreline and more than 25km of trails for hiking, biking and cross country skiing (winter.) Offering both waterfront activities (such as Sailing, Canoeing, Swimming & Kayaking) and land based activities (such as Dance, Archery, High Ropes, Music, Biking,) there are program offerings for everyone's interest.

YMCA Wanakita Overnight & Day programs attract roughly 13,000 participants per year. During the summer months YMCA Wanakita offers Kids Overnight Camp (ages 7-16), Kids Day Camp (ages 5-13) & Family Camp (open to any age as long as a minimum of 2 generations are present.) During the Spring, Fall & Winter seasons, YMCA Wanakita offers Outdoor Centre programming for schools, private interest groups and family groups of a wide range of ages and backgrounds. Each Outdoor Centre group receives a custom built program schedule based upon their trip duration, program goals & desired outcomes.

Based on the number of overnight participants throughout the year, YMCA Wanakita is the largest YMCA camp in Canada. With a staff team of 15 full time staff and up to 180 contract staff during peak summer months, YMCA Wanakita is also one of the largest employers in Haliburton County. Through YMCA Strong Kids Funding, YMCA Wanakita offers roughly \$100,000 of annual funding support to help participants attend YMCA Wanakita programs throughout the year.

About Our YMCA – YMCA of Hamilton/Burlington/Brantford

As one of the largest charitable community service organizations in Canada, the YMCA of Hamilton/Burlington/Brantford responds to critical social needs in the community and works to provide solutions. By nurturing the potential of children, youth and adults, the YMCA connects people to life-building opportunities, to each other and enhances their quality of life. We foster social responsibility and healthy living. The YMCA works collectively with community partners that share the YMCA's determination in strengthening the foundations of community for all people

History

YMCA Wanakita is a branch of the YMCA of Hamilton/Burlington/Brantford. In Summer 2019, Wanakita will celebrate its 66th anniversary on Koshlong Lake in the Haliburton Highlands. Wanakita's history extends back to the 1920's, when the Hamilton YMCA operated Camp Tekahoinwake on the Grand River. Tekahoinwake moved to Lake Erie and became Erie Heights, where it remained until 1953, when the YMCA moved the camping operation to Koshlong Lake and renamed it Wanakita. Wanakita was a boy's camp until 1969, and then became a co-ed camp for 8-16 year olds. In 1976 Wanakita became a four-season facility and continued to grow to meet the needs of the community. Today, Wanakita annually serves about 3300 summer day, overnight, and family campers through the summer. An additional 9000 participants of all ages take part in a variety of recreational and educational programs during winter, spring, and fall at the Wanakita Outdoor Centre.

Our Charitable Mission

The YMCA of Hamilton/ Burlington is a charitable organization helping people achieve personal growth in spirit, mind and body through participation and service to the community.

Our Vision

Creating healthy communities in which individuals and families have opportunities to reach their potential.

Our Core Values

Belonging, Caring, Honesty, Respect and Responsibility

YMCA Wanakita Vision

As a branch of the YMCA of Hamilton/Burlington, YMCA Wanakita is recognized as a premier summer children's camp, summer family camp, and a fall, winter and spring Outdoor Education, Recreation and Retreat Centre. Wanakita is recognized for excellence in providing opportunities and experiences that contribute significantly to the lives of people of all ages and backgrounds.

Goals

YMCA Wanakita provides experiences for a wide range of individuals and groups working towards building strong kids, strong families and strong communities. A welcoming, supportive and challenging environment is provided:

1. To develop self-reliance and responsibility to realizing leadership potential, expanding one's personal resources and placing a high value on having a positive attitude.
2. To be socially co-operative by relating positively to others, understanding interdependence and friendships, group building and co-operative living.
3. Towards health, fitness and lifelong learning through understanding emotional, mental and physical well-being and the importance of active lifestyles and learning new skills that carries forward through life.
4. To be motivated by principle developing values that guide life such as trust, honour, love, justice, peace, fun, honesty, equality, courage, spiritual understanding and appreciation of the diversity of people.
5. To appreciate and understand the workings of the natural world and our place in it.

Accessibility

The YMCA of Hamilton/Burlington/Brantford is committed to creating an inclusive environment that accommodates all individuals, including those with disabilities. We support the goals of the *Accessibility for Ontarians with Disabilities Acts (AODA)* and have established policies, procedures and practices which adhere to the accessibility standards set out in the AODA. Should you require any accommodation throughout the recruitment process please do not hesitate contacting our Human Resources Department.

The YMCA of Hamilton/Burlington/Brantford is an equal opportunity employer.

YMCA Wanakita Staff

Positive Role Models

At YMCA Wanakita we are looking for staff members who are positive role models. Our staff members represent our vision, mission, values and goals and provide participants with opportunities to develop. They are self-motivated and interested in their own growth and development, while providing exceptional learning opportunities for our participants. Wanakita staff work well on a team, and adapt to the needs of the Outdoor Centre and Summer Camp Programs. Work at Wanakita is challenging, rewarding, and enjoyable.

Providers of Rewarding Experiences

Working outside every day in a camp environment is a very rewarding experience. Wanakita staff become key figures in the lives of the children, youth, and adults with whom they teach, lead and have fun with; and make friends themselves that last a lifetime.

Team Players

YMCA Wanakita takes pride in its staff team. These individuals make the program delivery possible, and have built Wanakita's excellent reputation across Canada and around the World. The Summer Camp and Outdoor Centre staff are entrusted with a great deal of responsibility, so Wanakita takes great care to make sure we select skilled individuals with positive attitudes and strong work ethic to offer the unique Wanakita experience to our clients.

Steps for Employment

All positions in this document require a commitment to the YMCA mission and core values of: Responsibility, Honesty, Caring, Respect, and Belonging, as well as, a commitment to building developmental assets in children and adults. All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Hamilton/Burlington/Brantford with a current and satisfactory Police Records Check. Positions responsible for the direct supervision of children and/or vulnerable persons will be required, in addition to a Police Records Check, to provide a Vulnerable Sector Screening Report at the time of hire.

1. Read Employment Postings and choose position/s that you are interested in and possess qualifications for (or ability to obtain qualifications for)*
2. Application – Please see “How To Apply” section for further details
3. Submit Resume when prompted (after application has been submitted)
4. Successful applicants chosen for an interview will be invited to sign up for an interview**
5. Interview – In-person interviews will be held on December 16th 2018 and January 5th 2019 at the Hamilton James Street YMCA. Those who cannot make it to one of these interview days will be invited to interview via phone call. (Supervisory Positions may have interviews on alternate dates to be communicated to applicants.)
6. Employment Offer – Successful Applicants will receive offers of employment via email which will contain contract, employment paperwork and instructions on next steps & deadlines.
7. Criminal Reference Check & VSS – Begin this process immediately after receiving your employment offer. ***Please refer to the next page for further information***
8. Employment Paperwork Deadline (date to be communicated in offer of employment.) – Successful applicants must submit all employment paperwork by the communicated deadline including completed employment paperwork, copies of certifications & Original Police Check or Vulnerable Sector Screening*** issued to the successful applicant within 6 months of their start date by their local police service (YMCA Wanakita cannot accept 3rd party police checks.)
9. Online Training Completion Deadline (date to be decided.) – Successful applicants will receive their online training assignment once their employment paperwork has been submitted. This training will be due prior to the employee’s arrival to YMCA Wanakita
10. Arrival – Once Employment Paperwork & online training have been completed, successful applicants will receive permission for their employment to commence

*** Failure to obtain certifications required for the position by the start of the contract will result in the contract being terminated**

**** We thank all applicants, however, only those considered for an interview will be contacted.**

***** Successful applicants that are 19 by December 31st of the year they are employed must obtain a Vulnerable Sector Screening Police Check. Successful applicants who will be younger than 19 by December 31st of the year they are employed only need a Criminal Reference Check (No VSS required.)**

Criminal Reference Check/VSS Requirements

All employees of the YMCA of YMCA Wanakita are required to obtain a Vulnerable Sector Screening prior to their start date at YMCA Wanakita. Police checks must be current, which means they must have been issued by their local police service no greater than 6 months prior to an employee's start date. YMCA Wanakita cannot accept police checks issued to you from a 3rd party criminal reference check provider. Photocopies cannot be accepted, the original document issued by the police service is required (including the stamp/seal of the police service. Please choose the statement below that applies to you in order to find out next steps.

I will be 18 years old or older by December 31st of the year of employment.

- You are required to obtain a Vulnerable Sector Screening from your local police service.
- Some Police Services allow online application; others require in-person application. Contact your local police service or look at their website to find out info about what they require.
- If you require a letter stating that you are required to obtain one as a condition of your employment, please contact mike.thaler@ymcahbb.ca (Kids Camp) or jennifer.woodward@ymcahbb.ca (Family Camp)
- Obtain a receipt of purchase for your records

I will be 18 years old or older by December 31st of the year of employment and I call Toronto Home.

- You are required to obtain a Vulnerable Sector Screening from your local police service.
- The Toronto Police Services uses a very specific procedure for obtaining a VSS.
- Please contact mike.thaler@ymcahbb.ca (Kids Camp) or jennifer.woodward@ymcahbb.ca (Family Camp) for Toronto Police Services paperwork & instructions.
- If you provided a Toronto Police Service VSS within the last year to YMCA HBB, you may be eligible for having your VSS recognized for a 2nd summer. Please contact mike.thaler@ymcahbb.ca (Kids Camp) or jennifer.woodward@ymcahbb.ca (Family Camp) to confirm.

I will be younger than 18 and will not be turning 18 by December 31st of the year of employment.

- You are required to obtain a Criminal Reference Check from your local police service.
- Some Police Services allow online application; others require in-person application. Contact your local police service or look at their website to find out info about what they require.
- If you require a letter stating that you are required to obtain one as a condition of your employment, please contact mike.thaler@ymcahbb.ca (Kids Camp) or jennifer.woodward@ymcahbb.ca (Family Camp)
- Obtain a receipt of purchase for your records

Note: Successful applicants who receive an offer of employment by March 31st of the year of employment are expected to provide the original copy of their police check prior to or on their first day of employment. ***Failure to provide the original copy by their start date will result in termination of the employment contract.***

Qualifications

Please read individual job descriptions for specific qualification criteria.

If you have certifications that were issued to you by a course provider outside of Canada, please contact mike.thaler@ymcahbb.ca (Kids Camp inquiries) or jennifer.woodward@ymcahbb.ca (Family Camp Inquiries) to confirm that it will be recognized as equivalent. (ie. first aid certifications or lifesaving certifications from outside of Canada.)

Please note that unfortunately not all certifications that appear to be equivalent are actually equivalent. If your certification was not issued to you by a company located in Ontario and is not listed on the chart below such as the Lifesaving Society, Red Cross, St. Johns Ambulance etc. please contact us for confirmation of equivalency.

Qualification	
Bronze Medallion	<i>Not valid for any position, please do not include in application</i>
Emergency First Aid	<i>Not valid for any position, do not include on application</i>
F-Class Driver's License	<i>Expiry as listed on card</i>
G Class Driver's License	<i>Expiry as listed on card</i>
LSS Instructors/Examiners	Valid for 2 years from certification date
NLS	Valid for 2 years from certification date
PCOC(Boater's Licence)	<i>Must bring/carry original copy with you at camp</i>
Qualifications not listed here	<i>Contact YMCA Wanakita for details</i>
Ropes Challenge Courses	<i>Contact YMCA Wanakita for details</i>
Standard First Aid & CPR C (LSS, Red Cross, St. Johns Ambulance or other Ontario provider)	Valid for 3 years from certification date unless otherwise noted on card/certificate
Wilderness First Aid	Valid for 3 years from certification date
Wilderness First Responder	Valid for 3 years from certification date

How to Apply

1. Visit <https://ymcawanakita.campbrainstaff.com/> to fill out an application.
2. When you are done your application, please **send an email** to either mike.thaler@ymcahbb.ca (Kids Overnight Camp applications) or jennifer.woodward@ymcahbb.ca (Family Camp applications) **with a resume & any relevant qualifications** (good thru. September 2019) to confirm/finalize your application.
3. If one or more certifications are not current through to the end of the contract, we will accept proof of enrolment (scanned receipts showing you are registered for the necessary course/s).
4. **The application deadline for the first round of hiring is NOV 25th 2018.** Applications after this deadline will be considered, but may not be considered until the second round of hiring.

Summer Family Camp Wages

Position	Contract Start Date	Contract End Date	# of Positions Available	Contract Value	5% Pre Camp Incentive	10% Completion Incentive	Contract Value With Incentives
Program Positions							
Arts and Camp Craft Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Air Adventure Area Head	June 22 2019	August 31 2019	2	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Aquatics Area Head	June 22 2019	August 31 2019	2	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Kid's Corner Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Music & Performing Arts Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Paddle Sports Area Head	June 22 2019	August 31 2019	2	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Sports and Archery Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
WEP Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Wind Sports Area Head	June 22 2019	August 31 2019	2	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Yoga and Dance Area Head	June 22 2019	August 31 2019	1	\$ 3,304.36	\$ 165.22	\$ 330.44	\$ 3,800.01
Program Facilitator							
Program Facilitator	June 17 2019	August 31 2019	2	\$ 6,160.00	\$ -	\$ -	\$ 6,160.00

Family Camp Program Positions

Air Adventure Area Head

Positions Available: 2

Contract Duration: June 22, 2019–August 31, 2019 (10 weeks)

Adventure Area Heads are responsible for the training and program delivery in the Challenge Course and Initiative Areas. They are responsible for the ongoing maintenance of Wanakita's challenge course areas and for the upkeep of all related equipment. Wanakita Family Camp operates a Flying Squirrel Element, High Ropes and Low Ropes Adventure courses as well as several stand-alone initiative elements and activities.

- **Minimum Qualifications: Standard First Aid & CPR C. A minimum Challenges Unlimited Inc. (CUI) or Adventure works! Associates Inc. Level 1 certification or equivalent is mandatory. Higher instructor or facilitator levels would be considered significant assets**
- **Successful applicants may be eligible to receive support in obtaining Level 1 or 2 challenge course certifications**
- **Swimming Qualifications of Bronze Cross or NLS are considered an asset**

Arts & Crafts Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Arts & Crafts Area Head manages inventory, program delivery and instruction inside and outside the Craft Shop. Programs are encouraged to be nature-based with a focus on our local environment and sustainability. Programs must appeal to both children and adults of all ages, but some may be age-specific. This Area Head will have the opportunity to offer new and innovative programs as well traditional camp crafts.

- **Minimum Qualifications: Standard First Aid, & CPR C**
- **Artistic ability and instructional experience are considered an asset**
- **Swimming Qualifications of Bronze Cross, or better, NLS are considered an asset**

Aquatics Area Head

Positions Available: 2

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Aquatics Area Heads are responsible for the overall safety, supervision, operation and maintenance of the Family Camp dock, beachfront and swimming area. Additional responsibilities include facilitation of aquatics based programs (aqua fit, water polo, water games etc.) and supervising/ providing instruction and guidance to Lifeguards in relation to Wanakita's waterfront policies and procedures.

- **Minimum Qualifications: NLS, Standard First Aid & CPR C**
- **YMCA, RC, and LSS Instructor award, Advanced Instructors, First Aid Instructors, or LSS Bronze Examiners are considered assets**

Kids Corner Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Kids Corner Area Head is responsible for organizing and delivering a developmentally-appropriate weekly program for children ages 3-5. They will also help facilitate in other program areas at times when Kids Corner is not running. This individual enjoys working with younger children and has a knowledge of and background in working with children 3-5 years old.

- **Minimum Qualifications: Standard First Aid & CPR C**
- **An ECE, or Child and Youth Worker Diploma or training is considered an asset**
- **Swimming Qualifications of Bronze Cross or NLS are considered an asset**

Music & Performing Arts Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Music Area Head is responsible for the program facilitation and delivery of the Guitar, Ukulele and Rhythm programs as well as the Theatre programs gauged towards participants of all ages and experience. Programs may include but are not limited to improv games, play writing and performance and collaboration with the Yoga and Dance Area Head and programs. Responsibilities also include

planning, preparing and facilitating a weekly Talent Show, as well as the upkeep of the performing arts and music building (Hamlin Lodge).

- **Minimum Qualifications: Standard First Aid & CPR C**
- **Related music/theatre or instructional experience are considered an asset**
- **Swimming Qualifications of Bronze Cross, or better, NLS are considered an asset**

Paddle Sports Area Head

Positions Available: 2

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Paddle Sports Area Heads are responsible for program delivery and instruction in the canoeing, kayaking and stand up paddling areas at Family Camp, as well as the supervision of campers out on the lake. They are responsible for the upkeep of our fleet of canoes, kayaks, SUP boards, row boats and related equipment, as well as the supervision of campers out on the lake.

- **Minimum Qualifications: NLS, Standard First Aid & CPR Level C**
- **Transport Canada Approved Pleasure Craft Operator Card**
- **Flatwater or tripping canoe/kayak certifications from ORCKA or Paddle Canada (or equivalent) are considered assets**

Sports & Archery Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Sports & Archery Area Head manages the archery field, basketball and tether ball courts, field and other land sport programs at camp. Duties include creative programming, maintenance of equipment, program scheduling, tournament facilitation and thorough knowledge of popular sports.

- **Minimum Qualifications: Standard First Aid, & CPR C**
- **Coaching experience or qualifications are considered an asset**
- **Swimming Qualifications of Bronze Cross, or better, NLS are considered an asset**

WEP (Wilderness & Environmental Pursuits) Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Wilderness and Environmental Pursuits Area Head is responsible for teaching WEP skills and programs on topics such as local flora and fauna, wetlands, outdoor cooking and living skills, fire building, sustainability and orienteering. There should be a strong focus on appreciating and learning about the natural world at camp as well as its relevancy outside of camp life.

- **Minimum Qualifications: Standard First Aid & CPR C**
- **Experiences in environmental studies at Post-Secondary Education level, naturalist pursuits or relevant skills are considered assets**
- **Swimming Qualifications of Bronze Cross, or better, NLS are considered an asset**

Wind Sports Area Head

Positions Available: 2

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Wind Sports Area Heads are responsible for program delivery and instruction in the sailing and windsurfing areas. They are responsible for the maintenance and upkeep of Wanakita Family Camp's sailing (Hobie & Pico) and windsurfing fleets, and cleanliness of program areas, as well as the supervision of campers out on the lake.

- **Minimum Qualifications: NLS, Standard First Aid & CPR C**
- **Transport Canada Approved Pleasure Craft Operator Card**
- **OSA Camp Sailing Instructor or equivalent instructor levels are considered assets**

Yoga & Dance Area Head

Positions Available: 1

Contract Duration: June 22, 2019 – August 31, 2019 (10 weeks)

The Yoga and Dance Area Head is responsible for the program facilitation and delivery of the Yoga and Dance programs catering to varying ages and skill levels. They are responsible for the cleanliness and upkeep of their program area (Lakeview Lodge) and equipment.

- **Minimum Qualifications: Standard First Aid & CPR C**
- **Related dance/ yoga experience/ instructional experience (demonstrated through references or certifications)**
- **Swimming Qualifications of Bronze Cross, or better, NLS are considered an asset**

Supervisory Positions

Program Facilitator

Positions Available: 2

Reports to: Family Camp Director

Contract Duration: June 17, 2019- August 31, 2019 (11 weeks)

The Family Camp Program Facilitators are responsible for the co-ordination, training and supervision of the Program Area Heads, and All Camp Counsellors, as well as overseeing all programs offered at Summer Family Camp. These individuals have a great knowledge & background of general camp programming and work closely alongside the Family Camp Director. They are comfortable with public relations and potential trouble shooting with both participants and staff. Duties may also include but are not limited to: assisting Program Area Heads at programs where needed, program scheduling, facilitating campfires, delivering announcements and participating in general camp support and upkeep wherever needed. They will be responsible for providing ongoing feedback and both mid- and end-of-summer evaluation to the Program Area Heads as well as weekly feedback to the supporting AC's.

- **Minimum Qualifications: Bronze Cross, Standard First Aid & CPR Level C and Transport Canada Approved Pleasure Craft Operator Card**
- **Previous Camp & Outdoor Centre experience is an asset, as is experience with the supervision, coaching and management of staff**
- **NLS is considered a strong asset**

Family Camp Week 9

YMCA Wanakita's Summer Family Camp provides a unique opportunity for qualified individuals to work with our program for one week at the end of the summer, from **August 25th to August 31st, 2019**. Week 9 opportunities are open to both YMCA Wanakita Kids Camp staff, as well as eligible applicants outside of YMCA Wanakita. Positions available are listed below. Please refer to the job descriptions above for further information. For any other questions, please contact jennifer.woodward@ymcahbb.ca

Other Opportunities at YMCA Wanakita

Volunteers

Summer Program Volunteers

If you are interested in volunteering for a portion of the summer, contact the Kids Camp Director at mike.thaler@ymcahbb.ca with the dates you are available and other pertinent information. Volunteers will be selected based on their experience, qualifications and willingness to contribute to the mission, vision and core values of YMCA Wanakita. Suitable volunteers will be contacted as opportunities present themselves prior to or during the summer season.

- **Must submit an application, provide an interview and fill out all necessary paperwork**
- **Must be a minimum of 17 years of age by Dec 31st the year of volunteering**
- **Must provide a current Criminal Reference Check with a Vulnerable Sector Search**

Summer Health Care Volunteers

Consisting of nurses and doctors, these volunteers are responsible for the delivery of Wanakita's health services under the co-ordination of the Health & Wellness Section Director and Kids Camp Director. One, two and four-week placements are available for registered doctors and nurses. Students in the medical field would be welcome to apply to assist those doctors and nurses.

- **Minimum Qualifications are BCLS, Standard First Aid, and a license to practice medicine or nursing in the Province of Ontario.**
- **Must provide a current Criminal Reference Check with a Vulnerable Sector Search**

Outdoor Centre Employment

Outside of the summer season, YCMA Wanakita operates during the fall, winter and spring as an Outdoor Centre. If you are interested in applying for an Instructor Position at Wanakita's Outdoor Centre, please email the Outdoor Centre Director at jeff.mcconkey@ymcahbb.ca and attach a copy of your resume/CV to your message. Be advised that the Summer Programs and the Outdoor Centre have separate hiring processes. Positions for the Spring Season will be posted prior to February 31st of the year of employment.

YMCA Wanakita Education Award

This award is offered annually to provide one or more YMCA Wanakita Summer Staff with financial support to pursue post-secondary education, while maintaining their staff position at camp.

Please follow this link to apply: [YMCA Wanakita Staff Education Scholarship](#)