

Camp Ramah in Northern California
Job Description

Job Title: **Yoetzet/Advisor/Parent Liaison**

Classification: **Nonexempt (Seasonal)**

Reports to: *Director of Camper Care*

All staff report to the Camp Director

Position Purpose:

The yoetz/et is a senior staff member who has experience working with children and young adults. The yoetz/et serves as a resource and support person for the campers and the staff members in dealing with the developmental issues that often arise in the camp setting. The yoetz/et is in regular communication with parents.

- Observe campers in their activities and at meals to identify the need for intervention as identified by the Rosh Edah/Maslul
- A yoetz/et will be assigned to support a specific edah. Assignments of yoetzim may change from one session to the next according to staffing needs.
- With the assistance of the Rosh Edah/Rosh maslul intervene with hanichim who are struggling by: speaking with the madrichim/madrichot or hanich/a individually or in a group and providing strategies for success
- With the assistance of the Director of camper care, make recommendations for restructuring the hanich/ah's schedule as needed
- With the assistance of the director of camper care, support ongoing parent communication to identify home strategies which may be effectively transferred to the camp environment and document conversations
- Facilitate camper care meetings with assigned tzevet to review each hanich/ah. Discuss strategies to support the hanich/a success.
- Facilitate continuing staff training as assigned
- Assist with behind the scenes support as needed for camper success. Includes: Laundry, Food Packing & Distribution, Medical Treatment Accompaniment
- Provide emotional support to tzevet as needed

Other Job Duties:

- ◇ Be an active member of the senior leadership team (Hanhallah) at camp
 - Attend and participate in staff meetings, senior staff meetings and trainings
 - Actively participate in camp events and Jewish life at camp, leading educational sessions and tefillah as comfortable and schedule permits Be a dugma and supportive presence for other members of the camp community
 - Undertake other tasks as needed (such as driving, set up, or leading a group activity) as a senior member of camp
- ◇ *For further tasks and duties, please see accompanying list of general responsibilities of programmatic staff.*

Equipment Used: Phone, Computer, writing utensils, paper, Washing Machines, Cleaning Supplies,

Camp Staff may be asked to use fire protection equipment, washers and dryers, dishwashers, and specialty program equipment. Some may be asked to drive camp vehicles or watercraft.

Qualifications: (Minimum Education and Experience)

- ◆ Must be 21 years of age or College Graduate
- ◆ Must be able to obtain or become certified in First Aid/CPR.
- ◆ Must submit health history record and examination form prior to first day of work.
- ◆ Ability to interact with all age levels.
- ◆ Must be able to pass a background check as required by the state of California

Knowledge, Skills, and Abilities:

- ◆ Understand the development needs of youth.
- ◆ Experience with mental health, Jewish Education
- ◆ Sense of Maturity and Experience when communicating with parents
- ◆ Discretion with regard to confidential matters

Physical Aspects of the Job:

Ability to work long hours, including standing and/or sitting. Ability to work independently to complete tasks including during non-traditional hours. Yoetz/Yoetzet must live on site and may be housed in shared rooms with communal bathrooms.