



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

METROWEST YMCA JOB DESCRIPTION

Job Title: **Director of Outdoor Education and Community Programs**

FLSA Status: Full-Time Exempt

Reports to: Executive Director, Outdoor Center

Location: MetroWest YMCA Outdoor Center, Hopkinton, MA

Salary: \$50,000 to \$60,000 depending on experience

Revision date: April 21, 2026

POSITION SUMMARY:

The MetroWest YMCA Outdoor Center is seeking a dynamic and mission-driven leader to help shape the future of outdoor education, wellness, and youth development in our community.

This is an opportunity to co-create a leadership position that blends outdoor education, camp programming, community wellness, and innovative partnerships. We are looking for someone who brings both experience and imagination; a leader who can build on our strong foundation while helping us grow into what's next.

ABOUT THE OUTDOOR CENTER:

Set on over 120 acres in Hopkinton, the Outdoor Center offers a unique combination of:

- Ropes courses (high and low elements)
- Indoor climbing wall
- Wooded trails and outdoor learning spaces
- Camp and youth development programs
- Expanding wellness and community initiatives

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

WHAT YOU'LL HELP SHAPE (ESSENTIAL FUNCTIONS):

- **Outdoor Education and Programming:** Design and grow innovative outdoor education experiences for youth and community groups. Evaluate and evolve school group offerings. Expand year-round programming that leverages the Outdoor Center's unique assets.
- **Outdoor Wellness and Community Impact:** Support or lead development of nature-based wellness initiatives. Build partnerships with schools, healthcare providers, and community organizations. Integrate mental health and social-emotional learning into program design.
- **Camp Leadership Integrations:** Collaborate closely with camp leadership to align programs, staff training, and outcomes. Supports ropes course and adventure programming within summer camp. Help extend the impact of camp into year-round experiences.

- **Program Growth and Sustainability:** Identify opportunities to grow participation, membership value, and revenue. Develop new program models including community, corporate, and group experiences. Balance mission-driven access with financial sustainability.
- **Leadership and Team Development:** Supervise and develop program staff. Foster a collaborative, mission-driven team culture. Contribute to cross-departmental initiatives across the YMCA.

LEADERSHIP COMPETENCIES:

- Communication & Influence
- Developing Self & Others
- Inclusion
- Collaboration

WHO YOU ARE (QUALIFICATIONS):

- A creative and strategic thinker who sees possibilities, not just programs
- A relationship builder who can connect with youth, families, partners, and staff.
- Flexible and dependable. This role is not "standard office hours". Nights and weekends are anticipated.
- Experienced in one or more areas of:
 - Outdoor education;
 - Camp leadership;
 - Youth development; and/or
 - Wellness or mental health programming.
- Willing and able to continuously learn and develop. There is the opportunity for additional relevant training.
- A builder who is excited to grow programs, partnerships, and ideas.
- Possess strong organizational and leadership skills
- Passionate for the YMCA mission and community impact

ABUSE RISK MANAGEMENT:

Employees who directly supervise youth will:

- Adhere to policies related to boundaries with youth.
- Attend required abuse risk management training.
- Adhere to procedures related to managing high-risk activities and supervising youth.
- Report suspicious or inappropriate behaviors and policy violations.
- Follow mandated abuse reporting requirements.

Supervisors will:

- Follow employee and volunteer screening requirements and use screening instruments to screen for abuse risk.
- Provide employees and volunteers with on-going supervision and training related to abuse risk.
- Provide employees and volunteers with regular feedback regarding their boundaries with youth.
- Require employees and volunteers to adhere to policies and procedures related to abuse risk.
- Respond quickly to policy and procedure violations using the organization's progressive disciplinary procedures.
- Respond seriously and confidentially to reports of suspicious and inappropriate behaviors.
- Follow mandated reporting requirements.

- Communicate to all employees and volunteers the organization's commitment to protect their youth from abuse.
- Report essential abuse risk management information to the board of directors.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- 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.
- While performing the duties of this job, the employee is regularly required to use a computer for extended periods of time and be able to communicate using a computer and phone/smart device.
- Employee must be able to spend extended periods of time outside in favorable and unfavorable weather conditions.
- Employee must be able to bend, stoop, and lift up to 50#. Employee may need to stand for long periods of time.