

WATERFRONT DIRECTOR

RESPONSIBLE TO: Program Team Leaders

RESPONSIBILITY: To achieve camp goals with major responsibilities to oversee facilities, equipment, and activity leaders at the waterfront. Report regularly to the program team leader. Assist director in other areas of camp organization as requested.

MINIMUM QUALIFICATIONS:

- Must be 21 years or older
- Must have current certification as a Waterfront Lifeguard
- Must have successfully completed ARC Lifeguard Management course or acceptable equivalent (per NYSDOH regulations)
- Must have previous experience as a waterfront director or a camp lifeguard (per NYSDOH regulations) and have demonstrated history of good judgment in this role
- Must have current certification in CPR in an acceptable program (per NYSDOH regulations)
- Must have emotional and spiritual maturity
- Must agree with spiritual standard and statement of faith

ESSENTIAL FUNCTIONS:

1. Deliver a safe, fun, and high-quality waterfront program to campers.
 - a. Assist with writing or improving lesson plans to meet camp outcomes and the abilities of the campers.
 - b. Complete all necessary paperwork.
 - c. Ensure campers and staff follow safety procedures for waterfront activities.
 - d. Teach activities, as scheduled.
2. Train and supervise waterfront staff
 - a. Assist in the planning and implementation of staff training during pre-camp and inservice sessions.
 - b. Train waterfront and counseling staff in their waterfront responsibilities and verify lifeguard skills.
 - c. Supervise staff working at the waterfront to provide a safe and high-quality program.
3. Manage the physical facilities and equipment in the waterfront program area.
 - a. Set up waterfront area prior to and during staff training.
 - b. Teach and monitor proper use of equipment.
 - c. Conduct initial and end-of-season inventory, and store equipment for safety.
 - d. Check equipment, and make (or file for) repairs.
 - e. Conduct a daily check of equipment for safety, cleanliness, and good repair.
 - f. Monitor inventory and request additional supplies from program team leader-resources as necessary.
 - g. Survey waterfront area daily, and keep the area free of hazards and debris.

PHYSICAL ASPECTS OF THE JOB:

- Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

OTHER JOB RESPONSIBILITIES:

- Participate in training during pre-camp and in-service training during camp
- Assist in other camp duties as requested by team leader or director
- Participate in formal and informal performance appraisal given by your team leader
- Participate in team and all-staff prayer meetings
- Contribute to a positive spirit of cooperation with other staff members