

Position Title: Waterfront Director

Responsible To: Camp Director

Minimum Qualifications:

- Must have the ability to plan, coordinate, and direct diverse water activities and to communicate effectively both orally and in writing.
- *Current Water Safety Instructor or YMCA Progressive Swim Instructor certification*
- Current Lifeguarding, CPR, and First Aid certifications
- *Current small craft instructor's certification*
- Organized camping experience on a managerial level
- Ability to supervise staff
- Desire and ability to work with children outdoors
- Ability to relate to one's peer group
- Ability to accept guidance and supervision
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control
- Belief in camper-camp-self
- Ability to drive camp vehicles or willingness to learn

General Responsibility: Teach and help coordinate camp's waterfront and swimming activities, and help maintain standards that lead to a quality program. Assist in the training of instructors at all watercraft activities.

Specific Responsibilities:

- During staff training, work with Program Director to set up waterfront area and teach staff their responsibilities in each water activity
- Teach and monitor proper use of equipment
- Conduct initial and end-of-session inventory, storing, and keeping equipment in good condition
- Lead in checking equipment and making or filing for repairs
- Conduct daily check of area and equipment for safety, cleanliness, and good repair
- Write and monitor the use of lesson plans that foster participants' aquatic skills
- Keep records on all participants; help them progress from beginner to advanced levels
- Oversee award recognition and participation certificates to campers, when earned
- Assist in coordinating specialization with other camp activities
- Submit orders for equipment and supplies when needed ensuring timely arrival of materials
- Evaluate current season and make suggestions for the following season
- Other duties as assigned.

Essential Functions:

- Ability to communicate and work with groups of various age and skill levels, and provide necessary instruction to campers
- Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
- Physical ability to respond appropriately to situations requiring first aid
- Cognitive and communication abilities to plan and conduct the activity to achieve camper development objectives

Camp Goals: Ensure a safe and efficient waterfront operation