

Waterfront Director Job Description

Responsible to: Program Director

Basic Qualifications:

1. An understanding of and appreciation for the Anabaptist Mennonite tradition.
2. Alignment with Camp Friedenswald's mission, core values and organizational statements.
3. Sensitive to the needs of camp guests and constituency.
4. Experience working with children and youth.
5. Proven organizational skills and ability to follow through with projects.
6. Strong communication skills, including written and verbal.
7. Lifeguard Certificate, Water Safety Instructor Certificate, CPR for the Professional Rescuer Certificate, and Standard First Aid Certificate.

Responsibilities & Duties:

1. Contribute as an integral member of the Summer Leadership Team
 - a. Help mentor other summer staff team members and assist in responding to summer staff needs as they arise.
 - b. Participate in Summer Staff and Leadership Team meetings.
 - c. Ability to lead and instruct a variety of waterfront activities.
2. Leadership & Orientation Week
 - a. At the start of summer, help set up the waterfront.
 - b. Inventory equipment at the waterfront
 - c. Help train other summer staff on waterfront rules and procedures.
 - d. Conduct staff swim tests
3. Camp Programs
 - a. Assist Counseling Staff in hosting all campers.
 - b. Ensure safety and health of campers while at the waterfront.
 - c. Supervise waterfront staff in daily maintenance at waterfront and during swim times.
 - d. Facilitate weekly swim tests for campers.
 - e. Designate a waterfront staff person to lead the Polar Bear swimmers each week.
 - f. Keep waterfront equipment and boathouse organized and maintain upkeep of equipment.
 - g. Notify the Program Director of waterfront equipment needs and maintenance needs.
 - h. Keep first-aid supplies stocked and organized.
 - i. Have rescue boat ready for use in the event of an emergency situation. Perform routine safety checks on the rescue boat.
 - j. Coordinate Lost Swimmer Drills.
 - k. Be well acquainted with all waterfront rules and procedures.
4. Other
 - a. Serve as a Cabin Buddy if needed.
 - b. At the end of summer do an inventory of equipment.
 - c. Dishes, cleaning, activities leading, and other tasks as needed.

Due to the nature of camp life, it is understood that daily work hours will be irregular. Camp life often requires work beyond the usual 40 hour/5 days a week routine. It will be necessary to work some weekends, including Sundays. It is also important to be flexible and adaptable to changing guest and program needs.

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