

Kingston's Camp

Job Description

Job Title: **Waterfront/Aquatics Specialist: Swimming**

Reports to: *Camp Director.*

Must be able to work as a Team Member with ALL of the Waterfront Staff

Position Purpose:

To further the mission of the camp through assisting in the planning of swimming activities at the camp's waterfront. Deliver swim activities that are safe, fun, and appropriate to the camper's age and abilities. Assist in the management to the physical operation of the waterfront's facilities and equipment.

Essential Job Functions:

1. Deliver a fun swim program to campers
 - ♦ Write (with the help of the Director) lesson plans that meet camp outcomes and the abilities of the campers.
 - ♦ Evaluate aquatics abilities of campers and staff.
 - ♦ Deliver creative swim program activities.
 - ♦ Evaluate the success of the camp programs and the development of the campers swim abilities and skills.
2. Train camp staff and campers in safety procedures
 - ♦ Assist in the implementation of staff training at the waterfront.
 - ♦ Assist in training waterfront and counseling staff in their waterfront responsibilities.
 - ♦ Supervise waterfront staff to provide a safe and high-quality program.
 - ♦ Ensure campers follow safety procedures.
3. Assist in the management and care of the physical facilities and equipment in the waterfront program area
 - ♦ Conduct daily check of area and equipment for safety, cleanliness, and good repair.
 - ♦ Clean waterfront area daily keeping it free of hazards and debris.
 - ♦ Inform Director verbally and in writing (maintenance log) of any repairs that need to be made.

Other Job Duties:

- ♦ Be a Lifeguard during Free Swim
- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events on or near the waterfront.

Relationships:

Swim Staff will be in charge of maintaining First Aid kits and swim ability records. They will always be available for activities when not at waterfront. They are also responsible for health care and emergency plan outlines for emergency management and care.

Equipment Used:

Noodles, Waterfront Safety Equipment, Backboard, Canoes, Kayaks, Opti Sail boat, Sunfish, Puffer Sailboat, Rolling Log.

Qualifications *(Minimum qualifications and experience)*

- ♦ RI DEM Non-surf or Surf certified Lifeguard.
- ♦ Current certification in swim instruction either WSI or equivalent from National Organization.

- ♦ Current certification in first aid and CPR. *Advanced certification may be required based on camp location and site of delivery of aquatic programs.*
- ♦ 2 years prior experience at Kingston's Camp or a waterfront similar to the camp.
- ♦ Minimum Age: 17

Knowledge, Skills, and Abilities:

- ♦ Must be experience with all in waterfront activities that are offered at Kingston's Camp.
- ♦ Desire and ability to work with children outdoors in the water.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with Ages 5 to 14, 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.

Must be able to swim 500 yds without stopping. Must be able to endure prolonged standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate waterfront equipment and waterfront activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs. Willing to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat and varying water conditions.

Schedule & Hours: 40 hours per week. Hours may be reduced due attendance and weather conditions.