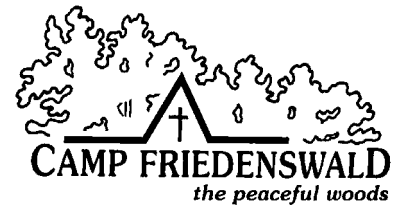


Camp Friedenswald – Summer Staff

Waterfront Director Job Description



Responsible to:

Program Director

Basic Qualifications:

- Active in a Christian congregation.
- Sympathy for and an understanding of Anabaptist-Mennonite tradition.
- Agreement with the Camp Friedenswald mission and statement of purpose.
- Proven organizational and management skills.
- Sensitivity to the needs of campers and staff.
- Interested in working with youth in a Christian outdoor ministry setting.
- Ability to lead and instruct a variety of waterfront activities.
- Lifeguard Certificate, Water Safety Instructor Certificate, CPR for the Professional Rescuer Certificate, Standard First Aid Certificate and a Boating Certificate.

Leadership Staff Responsibilities

- Your primary responsibility as a member of the Leadership Staff is to serve as a host for summer staff.
- Hosting is accomplished by spending quality time engaging staff and caring for their needs.
- The staff will be divided into small groups. Each member of the Leadership Team will give leadership to a small group.
- Greet and welcome campers and parents as they arrive for the start of each camp.
- Share leadership of staff meetings as directed by, or in absence of Program Coordinator.

Responsibilities & Duties:

A. Youth Camps and Family Camps

1. Assist Rotational Staff in hosting all campers.
2. Ensure safety and health of campers while at the waterfront.
3. Supervise and discipline campers, in accordance with camp policies.
4. Supervise waterfront staff in daily maintenance at waterfront and during swim times.
5. Facilitate weekly swim tests for campers.
6. Designate a waterfront staff person to lead the Polar Bear swimmers each week.
7. Keep waterfront equipment and boathouse organized and maintain upkeep of equipment.
8. Notify Program Director of waterfront equipment needs and maintenance needs.
9. Keep first-aid supplies stocked and organized.
10. Have rescue boat ready for use in the event of an emergency situation. Perform routine safety checks on the rescue boat.
11. Coordinate Lost Swimmer Drills.
12. Be well acquainted with all waterfront rules and procedures.
13. Assist with and lead other areas of program as needed.

B. Other Duties

1. At start of summer help set up the waterfront.
2. At end of summer do an inventory of equipment.
3. Dishes, cleaning and other tasks assigned as needed.
4. Due to the nature of camp life, it is understood that daily work hours will be irregular.

Revised 12/2009