

Assistant Waterfront Director Job Description

Job: Assistant Waterfront Director is a seasonal summer position. At Camp Marshall, the Assistant Waterfront Director reports to the Waterfront Director and assists in running a safe waterfront. They will be responsible for working closely with the Waterfront Director to coordinate lifeguard shifts and to guard shifts as assigned, helping coordinate with co-lifeguards and Waterfront Director to provide a safe and fun environment for all campers and staff. Lifeguards must hold the appropriate certifications needed for this position prior to application unless being renewed prior to when Camp session begins. Note - Admin has the right to change or alter this job description at their discretion.

- Help set up the waterfront area prior to the first camp session and maintain daily as directed by the Waterfront Director
- Work closely with the Waterfront Director to monitor all equipment and waterfront related areas for safety hazards and issues at all times. Report issues and all potential hazards to Waterfront Director
- Work with the Waterfront Director to observe if the environment is safe to operate waterfront activities
- Assist in maintaining a clean and safe waterfront area
- Assist in examining equipment before use
- Assist in the inventory and organization of waterfront materials/boat shack
- Plan and carry out swim and boating activities as directed by the Waterfront Director
- Evaluate campers ability to participate in aquatic activities
- Guard all Waterfront related activities, provide surveillance as needed to campers and other staff members at all times in waterfront activities
- Provide surveillance during aquatic activities to help prevent and to manage injuries
- Fulfill all duties of a Lifeguard as set forth by certification
- Provide rescues as needed
- Escalate waterfront concerns to the Waterfront Director in a timely manner, prioritizing emergency communication first
- Communicate/report to Waterfront Director as needed
- Participate and assist in planning weekly in-service training
- Assist the waterfront director in the planning of any special events in the waterfront area
- Utilize first aid and CPR and other emergency management services as needed.
- Ensure a safe waterfront environment for all campers and staff

- Ensure all campers and staff are aware of, and follow at all times, the rules of Waterfront set forth by Camp Marshall, ACA, the Waterfront Director etc.
- Follow all rules and duties set forth by Waterfront Director or Admin Team
- Other general tasks of a counselor (See Traditional Counselor description for duties)
- Other duties as needed and as assigned from Admin Team

Job Requirements:

- Must be at least 18 years of age or older
- Must hold a current Red Cross (or equivalent) lifeguard certification prior to the start of the camp season (Camp does not certify)
- Must be able to pass a CORI/SORI/NSOR, provided by Camp
- Must be CPR/First Aid certified (Camp can provide training if not certified)
- Visual and auditory ability to identify and respond to environmental, safety and other hazards related to the activity and waterfront environment
- 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
- Physical endurance to be on one's feet walking, crouching, bending, twisting, reaching above head, and lifting at least 50 lbs