



**The Salvation Army
Golden State Division
CAMP REDWOOD GLEN**

POSITION: Waterfront Director
SUPERVISOR: Assistant Camp Director
DEPARTMENT: Camp Redwood Glen
STATUS: Summer Camp

THE SALVATION ARMY MISSION STATEMENT:

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

OVERVIEW:

The Waterfront Director oversees the daily supervision of the lifeguard team and swimmers, maintains a high level of physical fitness, and is the lead lifeguard for the day-to-day happenings at the pool. The objective of the Waterfront Director is to watch over the pool during Free Time, and morning polar bear swims. They communicate and enforce guidelines to maintain an acceptable, enjoyable, and safe pool. Responsibilities also include supervision of all patrons during camp-wide events, participating in camp devotionals, teaching basic water/swim skills, assisting with camp programs, and maintaining a clean pool and pool area.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

- Supervising all waterfront staff to ensure that lifeguards are performing adequate observation to ensure safety of waterfront activities, and receiving appropriate break time.
- Providing refresher training for lifeguards at the beginning of the summer, rehearsing different rescue situations to ensure that waterfront staff are prepared to handle possible emergencies.
- Coordinating all waterfront activities keeping in mind the needs of all campers (this includes special evening programs, water carnival, and any other items at the discretion of the Assistant Camp Director).
- Conduct a daily safety inspection of waterfront equipment reporting any maintenance needs to the camp Facility Manager for immediate repair.
- Maintain a high standard of safety and develop the rules for conduct on the waterfront and pool areas, posting rules in highly visible locations at the pool area.
- Overseeing general daily maintenance of all pool and waterfront equipment, including water rescue equipment.
- Setting an example for waterfront staff by actively observing campers at waterfront activities to ensure that all applicable waterfront rules and safety procedures are followed, always prepared to take appropriate rescue action as necessitated by the situation.
- Actively participate in an appropriate prevention program, including instructing campers in acceptable procedures for usage of the waterfront areas.
- Maintaining clean, sanitary, and neat waterfront activity areas, including proper storage of waterfront equipment, and picking up lost and found items in the pool (overseeing daily cleaning of pool shower areas, sweeping pool deck, regular cleaning of the pool, etc.).

- Seeing that adequate supplies are available in both shower rooms each day (toilet paper, soap, paper towels, etc.).
- Providing guidance to waterfront staff regarding the regulation of showers and opening the pool at scheduled times and at the discretion of the Assistant Camp Director.
- The development and supervision of the American Red Cross Swimming Instruction Program for campers and camp staff, maintaining proper records for such programs.
- Keeping daily pool Records confirming the number of participants and results of chemical tests of water (once every hour).
- Responsible for backwashing of the pool every other day (Facilities Manager will provide guidance)
- Maintaining appropriate chemical levels, cleanliness, and clarity of water and providing testing information to the health department inspector as requested upon his/her visit.
- Actively and enthusiastically participating in camp evening program activities, as directed by the Assistant Camp Director.
- Conducting an inventory prior to the opening of camp, determining waterfront equipment and supply needs, then conducting an inventory at the close of camp providing camp administration with a list of equipment for determination of additional equipment needs.
- Assist the Assistant Camp Director in the implementation and leadership of camp rainy-day Activities (both centralized and decentralized) as requested utilizing skills and supervision of waterfront staff.
- Preparation of rainy-day programs (group games, etc.) which can be implemented on short notice for replacement of swimming time should weather warrant.
- Leadership of a staff water safety orientation session during staff orientation to provide guidance to all counseling and program staff concerning appropriate procedures to follow in the event of a water emergency
- Responsible for coordinating all emergency procedures at the pool, final responsibility for pool safety and procedure rests with the waterfront director.
- Assist with pre-registration and registration procedures as directed by the Assistant Camp Director
- Actively participate in all evening programs.
- Assume responsibility for supervision and instruction for Salvation Army Program's (badge classes and Music/art classes) as assigned by program schedule.
- Report general property maintenance issues to Facilities Manager or Maintenance Crew Chief.
- Spend time with, befriend, and interact with all Cabin Leaders and campers to foster a quality camping experience in accordance with the stated goals of The Salvation Army's camping program.
- Actively participate in the spiritual formation of campers and staff.
- Be an appropriate and effective example for both campers and staff members, exhibiting Christ-like conduct, concern, and service.
- Report any suspected child abuse issues to the Assistant Camp Director immediately and take necessary actions to report it properly.
- Any other duties as assigned by your supervisor.

All staff may be called upon at any time to assist in the total operation of the camp. You are expected to join in all evening programs; absences are excused only through the Assistant Camp Director.

QUALIFICATIONS:

- Must be at least 21 years of age.
- Must have interest, knowledge, and skills in recreation, programming, and ministry.
- Must have general skills in working with children.
- American Red Cross Water Safety Instructor certification, or equivalent, preferred.
- Must possess American Red Cross Lifeguard certification, First Aid, and CPR or equivalent.
- Must be of good moral character.
- Must have a personal and growing relationship with the Lord.
- Preferred previous camping experience either as a camper or as a staff member.

PHYSICAL REQUIREMENTS:

Ability to sit, walk, stand, bend, squat, climb, kneel, and twist on an intermittent or sometimes continuous basis. Ability to grasp, push and pull objects and tools. Ability to lift up to 25 lbs.

Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment to meet the physical requirements of the position. The Salvation Army would attempt to satisfy requests if the accommodation needed is reasonable and no undue hardship would result.

ESSENTIAL FUNCTIONS:

This job description should also identify the essential functions of the job, including any physical, cognitive, visual, auditory, and other abilities essential to fulfilling the job.

Acknowledgment of Religious Purposes of The Salvation Army

The employee acknowledges that he/she has been informed and understands The Salvation Army's religious purpose and status as a church. The employee agrees that he/she shall do nothing to his/her relationship with The Salvation Army as an employee to undermine its religious mission. The employee agrees and understands that his/her services are a necessary part of The Army's religious purposes and his/her work-related conduct must not conflict with, interfere with, or undermine such religious programs or The Army's religious purpose.

At Will Employment Statement

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this organization specifically acknowledges such change in writing.

Equal Employment Opportunity Employer: Minorities/Women/Veterans/Individuals with Disabilities.

Print Name: _____

Signature: _____

Assistant Camp Director Signature: _____

Date: _____