



Waterfront Specialist Job Description

Reports to: Camp Directors

Job Purpose: The Waterfront Specialist participates as a member of the Program Team to provide a safe and fun experience for all Camp Mak-A-Dream participants, volunteers and staff. The Waterfront specialist serves as lead lifeguard at all waterfront activities, both on and off campus, develops and oversees water-related activities that adapt from week to week to ensure age appropriateness and inclusivity.

Waterfront Specialist Responsibilities:

- Clearly outline safety instructions and behavioral expectations during all water-related activities; ensure that safety instructions and behavioral expectations are followed by all participants
- Pay special attention to safety and risk management issues and bring any issues or concerns to the immediate attention of the Camp Leadership and/or Facilities Director
- Be present and serve as lead certified lifeguard at all waterfront activities and maintain adequate staff to camper ratio at pool and waterfront activities at all times
- Maintain pool program area, inventory and supplies; communicate supply needs to Camp Leadership
- Assist with testing of pool and hot tub under direction from Facilities Director and maintain cleanliness of both areas, bringing any concerns or questions immediately to the attention of the Facilities Director
- Develop waterfront activities that are safe and inclusive

Program Team Responsibilities:

- Actively participate as a member of the Program Team in leading all daily and evening activities (such as theme night, campfire, ropes course, campout, talent show, dances, butte hike, horses)
- Arrive on time to daily meetings and actively participate
- Adhere to and enforce safety rules for all camp activities both on and off campus.
- Maintain adequate staff/camper ratio during all camp activities.
- Communicate with Camp Leadership regarding any risk management issues that arise during camp (medical, safety, facilities, psychosocial etc.) or any general issues, needs, or concerns
- Learn and assist in implementation of Camp emergency procedures
- Serve as back up cabin staff as needed
- Provide guidance and encouragement to all participants to enhance a supportive environment
- Actively participate in and reside on campus for all of staff training
- Remain on campus on the last day of each session until all campers have departed and campus is clean and prepped for the next session, unless other arrangements have been approved by Camp Leadership
- Live in the staff cabin and assist in keeping it neat and clean
- All Program Staff are contracted to work one day between camps in addition to extra hours on departure day one time during the summer season. These days will be assigned during staff training. Duties are to be on call in case campers can't make their flights and need supervision. If there aren't any campers needing to be supervised, duties will include cleaning, kitchen tasks, and programmatic prep.
- Adhere to the seasonal contract and rules, regulations, and policies with a positive attitude
- Perform other duties as necessary

Requirements and Qualifications:

- Previous experience lifeguarding, planning water sports and certification preferred
- Must have a current lifeguard certification by the start of the camp season
- Previous experience working with children, teens, and young adults preferred
- Must be able to navigate campus without assistance, perform lifeguarding duties and rescues, lift 40 pounds, work long hours

Staff name (printed): _____ Signature: _____ Date: _____