

Camp Caledonia

PROGRAM ASSISTANT - LIFEGUARD/WATERFRONT

RESPONSIBLE TO: Camp Director

QUALIFICATIONS:

- respectful of the Christian aims and purposes of Camp Caledonia
- current Nation Lifeguard Service (NLS)
- current Standard First Aid Certification
- Water Safety Instructor Certification would be an asset
- strong leadership and organizational abilities
- experience working with children and ability to relate to and interact well with children (work with children ages 6-14 would be an asset)
- ability to supervise participants in waterfront activities
- knowledge of water sports and safety, including canoeing
- strong communication and conflict resolution skills and the ability to work collaboratively with others
- belief in the individual worth of the camper
- at least 16 years of age
- clear criminal record check

Expectations

- keep the lake front swimming and canoeing areas maintained and clean
- designate a roped-off swim area and check the bottom of this area for debris
- conduct camper swim tests, as well as waterfront training of staff and volunteers
- teach staff their responsibilities during staff training
- enforce waterfront rules, emergency procedures and policies
- wear an identifiable lifeguard shirt when on duty
- seek advice, guidance and assistance from Camp director in resolving issues
- patiently supervise all waterfront activities
- ensure all non-swimmers wear a suitable PFD during waterfront activities
- conduct Buddy Checks
- plan and supervise a variety of activities such as, but not limited to, canoe paddling lessons, morning dips, craft boat races, out-trips to locations such as Tyhee Lake Provincial park
- ensure adequately stocked first aid kits go on all outings and that there is a qualified first aid person that accompanies all group trips
- model and encourage a healthy lifestyle, sun protection, fun and safety at the lakefront
- responsible for the condition of lifesaving equipment and immediately notify the Camp Director when such equipment needs to be replaced

- attend all staff meetings
- attend all training sessions
- maintain a log book of incidents and a daily log
- prepare written reports of incidents
- conduct initial and end of season inventories of waterfront equipment
- available to sleep in a cabin to supervise camper overnight if necessary
- keep the sports storage area and the grounds tidy to maintain a safe and clean environment
- provide an evaluation report for lifeguard/waterfront position with recommended changes to Camp Director on the final day of camp
- keep the staff house rooms, including bathrooms, kitchen, common area and personal sleeping area clean and tidy
- participate in Chapel time and staff devotions

JANUARY 2015