

# Position Description

## Long Point Camp



DOING THE  
MOST GOOD™

**Position Title:** Waterfront Director

**Department:** Program Staff

**Classification:** Seasonal

### **Position Summary:**

As Waterfront Director, to assume responsibility for supervision, coordination, and instruction of all aquatic activities. To maintain a high quality of programming and a strict water safety program in keeping with American Camping Association Standards. This position is directly supervised by the Assistant Camp Director.

### **Swimming Instruction:**

1. To test and classify camper and staff swimming abilities, as certified by the American Red Cross and to keep record of this.
2. To teach basic small craft safety.
3. To instruct campers and staff on basic water safety.
4. To provide campers with the opportunity for swimming instruction as scheduled in conjunction with the program as outlined by the Assistant Camp Director/Program Assistant.
5. To train staff in the specific skill necessary in order to create and support a positive, safe waterfront experience and help campers to do the same.
6. To provide staff with the opportunity to participate in an advanced lifesaving course, scheduled in conjunction with the program as outlined by the Assistant Camp Director/Program Assistant and as certified by the American Red Cross.
7. To teach and enforce all waterfront rules and regulations of Long Point Camp to all staff and campers.
8. To create a conscious respect for water while having fun.

### **Lifeguard Supervision:**

1. To enforce lifeguard schedule and ensure that required ratios of the NYS sanitary code part 7-2 are met.
2. To oversee and direct all activities of the lifeguards and watercraft supervisors to ensure fulfillment of all safety and supervision requirements as outlined in the NYS Sanitary code, section 7-2.
3. To oversee and lead safety and fitness drills for all waterfront staff.
4. To ensure the accurate and timely recording and reporting of all statistics concerning waterfront activity.

### **Camper Supervision:**

1. Develop and evaluate implementation of the required buddy system during all activities.
2. To ensure a strict adherence to the routine buddy check every 15 minutes of a general swim period.
3. To take advantage of all necessary means to provide the camper with a safe, fun aquatics experience.
4. While on duty, general lifeguard supervision of swimmers, and administration of first aid when necessary.

### **Pool Maintenance:**

1. To instruct all aquatics staff in daily maintenance procedures.
2. To test the pool water for proper chemical levels daily.
3. To test and oversee and ensure the cleanliness of the pool area.
4. To test and ensure the proper condition of all pool equipment.
5. To promptly notify the camp caretaker of any difficulties in maintaining the pool and waterfront areas.

### **General Responsibilities:**

The Salvation Army – Long Point Camp  
100 Long Point Road  
Penn Yan, New York 14527  
(315) 536-6301 phone, (315) 536-5945 fax

# Position Description

## Long Point Camp



DOING THE  
MOST GOOD™

1. To maintain personal appearance and adhere to all personal policies and practices as presented in the Long Point Camp Staff Manual.
2. To punctually attend all camp-wide programs, such as evening program, meals, and vespers, that do not conflict with specific job responsibilities, and to assist with camper supervision during these programs.
3. To support and assist in the program planning and other camp wide activities as assigned.

### **Minimum Job Requirements:**

1. Must be at least 21 years of age.
2. Must have at least three years of camp waterfront experience.
3. Must have current Red Cross certification for the professional rescuer.
4. Must be either a progressive swim instructor or a fully qualified lifeguard.
5. Must possess a current Water Safety Instructor's Certificate (WSI) from the American Red Cross or an organization having equivalent standard.
6. Must possess a current certification from the American Red Cross in small craft safety in one or more of the following areas: canoeing, rowing, or sailing.
7. Must have the ability to guide, direct, and supervise the daily duties and responsibilities of the waterfront staff.
8. Must be able to teach, listen, understand, and communicate with staff members and campers in all waterfront activities.

---

*Signature of Employee*

---

*Date*

---

*Signature of Camp Director*

---

*Date*