



Calvin Center Position Description

Position: Waterfront Director

Reports to: Associate Program Director

Purpose of Position

- To oversee the operation of aquatic program areas.
- Provide a safe place for campers to grow in faith.

Qualifications

- Be of sound Christian faith and good Christian Character
- Currently hold ARC Lifeguard, CPR and First Aid or approved equivalent.
- Have exceptional ability to understand and relate well to others-especially children.
- Have exceptional ability to listen to and communicate with others- a people person.
- Be a team player. Be flexible. Be positive, outgoing, and enthusiastic.
- Is extremely alert and safety conscious.
- Be self-motivated and able to complete duties with minimal supervision.
- Willing to participate in and or lead camp activities.
- Have previous experience in coordinating waterfront program.
- Be patient, sensitive and accepting of oneself and of others.
- Willing to do whatever benefits Calvin Center and the summer camp program.

Relationships

- All positions are under the supervision of the Associate Program Director.
- Works directly under the supervision of the Associate Program Director.
- Works alongside counselors and resource staff.
- Immediately supervises Life Guards, resource staff assigned to Waterfront Program areas.
- Directly supervises, instructs, and cares for campers.

Responsibilities (Including but not limited to the following)

- 23BSafety of Campers and Staff while participating in Waterfront Programs.
- Assists with check-in and checkout procedures.
- Facilitates "Swim Tests".
- Lead- in- service training of resource staff and lifeguards assigned to aquatics program areas.
- Guard during Recreational Swim, Staff Swims. And other water programs.
- Maintain log of chemical levels in pool as well as any camper incidents.
- Coordinate and Conduct weekly safety drills at the pool.
- Provide Associate Program Director with written report/ evaluation of Waterfront Program.
- Reside on- site for the summer program, sharing a residence with other camp staff.

As a ministry of the Presbytery of Greater Atlanta (PCUSA) Calvin Center offers a welcoming sanctuary for re-creation and Christian nurture.

- Schedule and Distribute weekly assignments to all Waterfront Staff (including Weekends)
- Work with Health Center Manager to keep First Aid bags stocked.
- Attend all staff meeting. Attend all meals.
- Attend all “All Camp” activities. Or as discussed with Associate Program Director.
- Perform other duties as designated by Associate Program Director, Program Director, or Executive Director.