



Position Title: Waterfront Director

Reports to: Camp Director

Status: Seasonal, Full-Time, Exempt, May 25 thru August 10, 2018

Location: Camp Bovey – Residential Summer Camp in Gordon, WI

Position Summary:

To further the mission of the camp through the planning and delivery of activities at the camp's waterfront that are safe, fun, and appropriate to the camper's age and abilities. Provide management to the physical operation of the waterfront's facilities and equipment.

Essential Functions:

1. Oversee all waterfront activities to ensure health and safety guidelines are followed.
 - a. Implement emergency action plan in case of emergency.
 - b. Plan, direct, and supervise a safe and fun waterfront program.
 - c. Develop and implement lesson plans that meet camp goals.
 - d. Deliver creative swim and watercraft program activities.
2. Evaluate aquatics abilities of staff and campers.
3. Train and supervise waterfront staff.
 - a. Assist in the planning and implementation of staff training.
 - b. Train waterfront and counseling staff in their waterfront responsibilities.
 - c. Supervise waterfront staff to provide a safe and high-quality program.
 - d. Supervise the waterfront staff evaluation process.
 - e. Implement the scheduling of waterfront staff.
 - f. Directly supervise other aquatic staff.
4. Manage the physical facilities and equipment in the waterfront program area.
 - a. Set up waterfront area prior to and during staff training.
 - b. Teach and monitor proper use of equipment.
 - c. Conduct initial and end-of-season inventory, and store equipment for safety.
 - d. Check equipment, and make (or file for) repairs.
 - e. Conduct a daily check of equipment for safety, cleanliness, and good repair.
 - f. Submit orders for equipment and supplies when needed.
 - g. Survey waterfront area daily, and keep the area free of hazards and debris.
5. Participate as a member of the camp leadership team to plan, direct, and supervise evening programs, special events and other all-camp activities and camp functions.
 - a. Work with the Camp Director and Waterfront Assistant to develop a program curriculum.
 - b. Assist in the planning of any special events on or near the waterfront.
 - c. Participate in management and staff meetings.
6. Contribute to verbal and written evaluations and communication as outlined by camp policy. This encompasses activities including but not limited to, daily check-ins, weekly meetings, all-staff

meetings, mid and end of summer evaluations.

7. Desire and ability to work with children outdoors.
8. Participate enthusiastically in all-camp activities – planning and leading those as assigned.
9. Bus supervision. Participates as a supervisor on bus rides to and from camp.

Qualifications:

1. Must have completed high school or equivalent.
2. Must be 21 or older, per ACA recommendation.
3. Current certification in each of the following: Lifeguarding and WSI certification or equivalent.
4. Must be able to obtain or become certified in First Aid/CPR.
5. Visual and auditory ability to identify and respond to environmental and other hazards and all water related activities.
6. Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (aquatic, fire, evacuation, illness or injury) and possess strength and endurance required to maintain constant supervision of campers.
7. Additional instructor training in boating/canoeing or watercraft preferred.
8. Prior experience in the development and delivery of recreational programs.
9. Previous experience in supervising others, preferred.
10. Ability to live in the rustic, communal setting of summer camp with campers and staff of all ages.
11. Previous experience in residential camping.
12. Ability to walk/hike in sandy terrain.

Compensation: \$55.00/day - Includes room and board. Most weekends off.

Application Deadline: Open until Filled

Send Resume and Application to: East Side Neighborhood Services, 1700 Second Street NE, Minneapolis, MN 55413 or by email to humanresources@esns.org ; or visit our website at www.esns.org

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