

WATERFRONT DIRECTOR

JOB DESCRIPTION

Updated 4/22

QUALIFICATIONS:

1. Minimum age: 18 years old with at least one year of college preferred.
2. Dedicated Christian and willing to share Jesus Christ in words and actions.
3. Must be currently Red Cross certified as a Lifeguard. (Or similar certification.)
4. Ability in leadership of others, especially children including group and recreational activities. Athletic, creative, and mechanical ability are also helpful.
5. Personality characteristics: Has imagination, quick problem-solving skills conviction, sincerity, enthusiasm, initiative, willingness to learn, responsibility, safety minded, ingenuity, and the presence of God in his/her life.
6. Outdoor living: Basic appreciation and understanding of nature as the creation of God and its relationship to man. A willingness to experience outdoor living and to teach/learn new skills. An ability and willingness to work and live in a rustic environment.

TO WHOM RESPONSIBLE:

1. The Director of Summer and Youth Ministry in terms of application, employment, training, work assignments, and personnel policies/practices.

GENERAL RESPONSIBILITIES:

1. Assume total care and responsibility for all waterfront activities related to camp programming. Work toward safety of **all** water activities by instructing staff and campers in proper precautions and skills.
2. A total commitment for the term of employment.
3. Understand and maintain the camp standards and policies.
4. Possess actions and an attitude that continually reflect that Christ lives within you, that you view your position as an opportunity to be in His service.

SPECIFIC RESPONSIBILITIES:

1. Enforce all waterfront rules.
2. Oversee all waterfront activities and all assigned lifeguarding staff to ensure the safety of campers and staff.
3. During staff training and throughout the summer, instruct counselors and staff on proper water safety for swimming and boating.
4. During staff training, instruct staff on emergency procedures.
5. During staff training, instruct counselors on correct techniques for basic rescue, canoeing, kayaking, and rowing.
6. Create a friendly, safe, and professional atmosphere on the beach at all times.
7. Throughout the summer train and assist the counselors in leading high quality and engaging waterfront activities.
8. On Sunday and Wednesday camper orientation, explain the beach rules and oversee the waterfront skill testing.
9. Make sure all waterfront equipment is properly stored and functional. This includes lifejackets, oars, paddles, rowboats, kayaks, canoes, inner tubes, other water toys, fishing poles and tackle, Muncie Mat, and any other equipment used at the waterfront. If repairs are necessary, do the repairs or report the need to the maintenance staff.
10. Keep bait available and fishing poles operational for campers wanting to fish.
11. Propose any new or improved waterfront rule changes, policy changes, or equipment additions to the Director or Summer and Youth Ministry.
12. During non-waterfront times, maintain the equipment at the waterfront and assist in the office with programmatic and office tasks.
13. During inclement weather, lead an activity in coordination with any counselors that are assigned to the waterfront, until the weather allows for waterfront activities to resume.
14. As a team member, assist other staff in any task that will enhance the outdoor ministry of Camp Lutherhaven.

WATERFRONT RULES

SWIMMING RULES

1. Swimming is allowed only when a lifeguard is on duty.
2. During free swim each person will be required to have a buddy before entering the water.
3. Swimming is allowed only in designated areas.
4. Horseplay, such as running, splashing, shoving, or dunking is not allowed.
5. Do not go under the raft or dock.
6. All floatation devices must remain within the enclosed dock area.
7. Wear appropriate clothing while on the dock; no long pants or heavy upper body clothing.
8. Campers must wear something on their feet to and from the beach.
9. Campers will be required to pass a swimming test before going out to the raft. They must be able to jump in water over their head, swim two lengths inside the dock and tread water for one minute.
10. Emergency equipment (whistles, horns, life board, etc.) is to be used by lifeguards only.
11. When swimming across the lake, you must be accompanied by a lifeguard, who must have a buoy, and a counselor. One lifejacket must be worn by each person. Staff may swim across the lake when no campers are present at their own risk.
12. Whistle system*:
 - 1 long whistle - buddy check, stop swim
 - 1 short whistle - reprimand for rule violation
 - 3 whistles - emergency - everybody out of the water
- *An alternative whistle system may be established by the waterfront director.
13. Instructions by the lifeguards must be obeyed at all times.

CANOE/ROWBOAT/PADDLEBOAT/KAYAK RULES

1. **Everyone** must wear a lifejacket properly -- no exceptions.
2. All boats must stay out of the swimming area.
3. All boats must be used within sight of the lifeguard.
4. No more than four people in a rowboat, three in a canoe, five in a paddleboat, and one in a kayak.
5. No ramming or excessive splashing of other boats.
6. Do not stand up in a boat.
7. Beach only on our shore.
8. Do not switch positions without beaching.
9. Do not drag the boats along the beach. Carry them.
10. Stay away from fishermen.
11. On windy days, it will be up to the lifeguard's discretion if it is safe to go out.
12. Always touch the ground with the butt (handle) of the paddle, never the blade (wide part).
13. Explorer campers may only use the paddleboats.
14. Kayaks can be used only by those campers who have been tested by the lifeguard to be sharks'.

RULES FOR LIFEGUARDS

1. Uphold all of the rules on the previous page.
2. Provide a safe and engaging environment for all campers and families that use the Lutherhaven waterfront.
3. Tolerate no horseplay or back talk.
4. Keep your mind on what you are doing.
5. Watch the area you are assigned.
6. Do not lie down.
7. Lifeguard in charge has control over the entire beach area, including both campers and counselors alike.
8. Call frequent buddy checks, especially when the swimming area is crowded. If any problems arise (i.e. missing buddy), do not resume swimming until the problem is solved.
9. Keep a special eye around ladders and anywhere else swimmers congregate.
10. Make sure you have all your safety equipment before opening the beach.
11. Report any serious problems immediately to the director.