

## Director of Waterfront & Health

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**Responsible to:** Director of Ministries

**Direct Report(s):** Director of Ministries

### **Qualifications:**

- ⇒ Must be at least 18 years old
- ⇒ Must have a personal relationship with Jesus Christ and be a witness for Him in word and deed
- ⇒ Must have Royal Life Saving Society of Canada/National Lifeguard Service Certification (should have Waterfront Certification)
- ⇒ Must have Canadian Heart Foundations Cardiopulmonary Resuscitation / Basic Rescuer Certification [CPR]
- ⇒ One of the following: St. John Ambulance Standard First Aid, Royal Life Saving Society of Canada Aquatic Emergency Care, Canadian Red Cross Society Standard First Aid or other certification deemed appropriate by the Minister of Health
- ⇒ All of the above certification must be current on the date of active duty and must be kept current throughout the period of employment as camp lifeguard

### **Duties and Responsibilities:**

- ⇒ Attend all orientation programs at staff training
- ⇒ Help with Public Relations in local churches and youth groups
- ⇒ Secure first aid kit, spine board, reaching assists and any other necessary life preserving equipment
- ⇒ Check all safety equipment to be used at the waterfront and insure it is in excellent condition
- ⇒ Set up ropes to define swimming areas in the lake and ensure the raft and blob are ready and properly secured
- ⇒ Enlist the assistance of other qualified leaders and instruct them regarding lake duties
- ⇒ Train qualified staff at during training in water rescue techniques
- ⇒ Ensure that the medical cabinet is well stocked with updated supplies and continue to monitor them throughout the summer
- ⇒ At registration receive camper medications and information and distribute these at prescheduled times and evaluate camper needs
- ⇒ Keep very accurate records of medications given on forms given and maintain these for legal requirements
- ⇒ Inform the Cabin Leaders or other necessary staff of any special requirements

### **During Outdoor Education:**

- ⇒ Work with the Outdoor Education Director in preparing and executing the OE Program
- ⇒ Time will be spent doing general camp maintenance when daily responsibilities have been completed

### **During Camp:**

- ⇒ Report any relevant issues regarding the waterfront to the Directors
- ⇒ Be cooperative with the Program Director in scheduling swim times
- ⇒ Ensure the rules regarding the waterfront are understood and followed
- ⇒ Maintain strict discipline [cheerfully] at all times
- ⇒ Participate in the total camp program as responsibilities allow (this includes assisting the Program Director in planning and executing the program)
- ⇒ Be on call 24 hours a day
- ⇒ Must not leave the camp ground with permission from the Directors
- ⇒ Take time for daily prayer and devotions
- ⇒ et cetera

### **After Camp:**

- ⇒ Submit a written report to the Executive Director evaluating the medical aspects of the camp and recommendations for improved operations
- ⇒ Complete End of Summer Evaluation