



Position Description

Position Title:	Waterfront Specialist
Reports To:	Program Coordinator
Status:	Seasonal, Exempt
Salary:	\$375-425 per week
Dates:	May 27-August 2

About Our Program

Are you looking for a meaningful, fun-filled, amazing summer job? Join us at Girl Scouts Carolinas Peaks to Piedmont as we create the best summer ever for our campers! We are looking for enthusiastic, passionate, and fun-loving staff to help create camp magic and memories that will last a lifetime.

This summer we will run resident camp at 2 of our camp properties: Keyauwee Program Center (KPC) and Camp Ginger Cascades (CGC). Staff members will have the unique opportunity to work at both camps throughout the summer! We will spend the first 2.5 weeks at KPC located in Sophia, NC. All of our camp staff will then move to CGC in Lenoir, NC for the last 4 weeks of summer.

In addition to our traditional resident camp, we will also host a special 1-week program at Camp Pisgah in Brevard, as well as 2 weeks of day camp at offsite locations in Greensboro and Iredell County.

Come join us at Girl Scouts Carolinas Peaks to Piedmont for your best summer yet!

Position Summary

The Waterfront Specialist is responsible for leading all aquatic programs at camp including pool time, cascading, kayaking, canoeing, standup paddleboarding, and paddle boating. This includes conducting swim tests for every camper each week and instructing campers on proper boating techniques at the waterfront. The Waterfront Specialist will also train all camp staff on proper procedures at the pool and waterfront, as well as train other Lifeguards on local operating procedures at our facilities. This individual must possess the strength and endurance required to maintain constant supervision of campers and staff in a variety of activities. This position will be responsible for scheduling and supervising other Lifeguards during their waterfront shifts. The Waterfront Specialist will report to the Program Coordinator and work closely with them to ensure we are conducting safe and high-quality adventure programming at all times. This position will assist the Program Coordinator with other tasks to meet our program goals, as needed.

Major Responsibilities

- Lead all aquatic programs at camp including pool time, cascading, kayaking, canoeing, standup paddleboarding, and paddle boating.

- Conduct weekly swim tests for every camper.
- Instruct campers on proper boating techniques.
- Train Lifeguards and other camp staff on local operating procedures for waterfront areas at our facilities.
- Schedule Lifeguards to ensure coverage at all waterfront areas at camp.
- Supervise Lifeguards and provide guidance on Lifeguarding best practices.
- Assist with daily pool maintenance.
- Live in unit with campers and assist with nighttime supervision, as needed.
- Serve as a guide, mentor and role model to campers and staff.
- Fill in for unit staff, as needed.
- Other duties as assigned.

Additional Accountabilities

- Actively support all efforts to increase cooperation, communication, and collaboration between and among staff members, volunteers, and campers.
- Understand and internalize the importance of seeking resolution to problems and concerns by bringing them to the direct attention of supervisor in a timely manner.
- Seek to improve the effectiveness and efficiency of all camp operations with positive and creative approaches to challenges.
- Ensure that materials prepared and produced for the camp's internal and external audiences reflect the highest standards of excellence.
- Demonstrate sound time-management skills by effectively and efficiently organizing, prioritizing, and completing multiple assignments in a timely manner.
- Maintain strict confidentiality when handling sensitive information.
- Attend all administrative meetings as needed.
- Continually seek and accept opportunities for personal and professional growth.
- Ensure that diversity and pluralism are embraced and incorporated into the design and delivery of camp experiences; actively support and promote the camp's commitment to diversity and inclusion.
- Respond to all emergency and crisis situations quickly and calmly.

Requirements

- At least 19 years old.
- Current Waterfront Lifeguard certification.
- 2 years of experience lifeguarding and conducting waterfront programs.
- 1 year of experience supervising staff.
- Knowledge of proper boating techniques.
- Must successfully pass a criminal background check.
- Current First Aid/CPR certification, or ability to obtain certification.
- Must have the strength and endurance required to maintain constant supervision of campers and staff in a variety of activities.
- Passion for working with youth.
- Love being outdoors and willing to work outdoors in the heat, humidity, and rain.
- Prepared to live on-site during employment in rustic cabin accommodations (often with no electricity, internet, or air conditioning.)

- Belief in the purpose and value of Girl Scouting; must be a registered member of Girl Scouts or become a member upon acceptance of position.
- Strong commitment to diversity, equity and inclusion.
- Ability to communicate with staff, campers, and parents with diplomacy and tact.

Physical Requirements

Any physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions unless this would cause an undue hardship to the Council.

- Prolonged standing, bending, stooping, walking long distances, hiking, climbing, and stretching;
- Moderate lifting (up to 50 pounds);
- Walking on uneven terrain, up and down hills for distances up to ½ mile;
- Endurance to meet emergency needs;
- Ability to live in a camp setting and work irregular hours;
- Ability to tolerate daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.

Disclaimer Statement

The above are intended to describe the general nature and level of work being performed by employee(s) assigned to this classification. They are not intended to be an extensive list of all responsibilities, duties, and skills required of personnel so classified. Other functions may be assigned and management retains the right to add or change the duties at any time. The employee is expected to adhere to all organization policies and to act as a role model in the adherence to the organization policies.

I have read and understand the job description. I attest that I am qualified and able to perform the duties of this position as described.

Employee's Signature _____ **Date** _____