



Camp Soles

JOB DESCRIPTION

Waterfront Director

Apply Online at www.campsoles.com or
Email resume & cover letter to fun@campsoles.com or
Mail to Camp Soles, 134 Camp Soles Lane
Rockwood, PA 15557

Camp Soles is located in the Laurel Highlands four-season recreation destination an hour from Pittsburgh, PA. Home to Frank Lloyd Wright's Fallingwater, Ohiopyle Youghiogheny River rafting, Seven Springs Ski Resort and state parks, the Laurel Highlands is a hub for outdoor sports enthusiasts: <https://www.golaurelhighlands.com>

Position Summary:

To ensure a cabin of campers has a fun and safe experience through leading them through their time at Camp Soles and manage the waterfront program area.

Reports to Village Director, Program Director and Camp Director.

Specific Responsibilities:

1. Assist in set up waterfront area, including marker lines, buoys, waterfront equipment, and first aid equipment in a safe and effective configuration.
2. Understand, follow, and train all staff in the routines and procedures for the waterfront.
3. Supervise and train all camp staff in the performance of emergency drills and waterfront operating procedures and American Camp Association standards.
4. Ensure that all waterfront equipment is properly used and cared for.
5. Evaluate and grade (red, yellow, & green) within the set of qualifications each camper's and staff member's swimming ability.
6. Supervise and evaluate staff teaching swim lessons, canoeing, sailing, and ensure a quality lesson is taught at all times.
7. Assure that waterfront standards are met at all times in accordance with our risk management policy and various regulating agencies.
8. Perform lifeguarding duties as directed by the Camp Director.
9. Supervise and evaluate performance of lifeguard and waterfront staff.
10. Help provide an atmosphere for developing good morale and well-being among the camp family.
11. Participate in all general staff meetings as set out before the season begins.
12. Attend weekly meetings to discuss, plan, and evaluate camp sessions.
13. Evaluate current season and make recommendations for the following summer.
14. Some duties may be reassigned, and other duties may be assigned as required.

Essential Functions:

- 1. Be able to lift 20 pounds.
- 2. Be able to carry 15 pounds through varying elevations.
- 3. Walk, hike, and run in varying terrain and elevations.
- 4. Have the ability to work long, hot, and busy days.

Education/Experience Requirements:

- 1. Experience in Lifeguarding in a camp setting.
- 2. Current Lifeguarding Certificate required.
- 3. Ability to work with children outdoors and relate to one’s peer group.
- 4. Ability and experience in supervising campers and staff.
- 5. Ability to accept guidance and supervision.
- 6. Good character, integrity, adaptability, enthusiasm, sense of humor, patience, and self- control.
- 7. Some college experience or equivalent.

This description is a summary of the functions of this position. Other duties may be assigned as needed. Camp Soles reserves the right to review and adjust this job description as business needs dictate.

I have reviewed and understand this job description.

Candidate name

Candidate signature

Date

Camp Soles is an equal opportunity employer and does not discriminate on the basis of race, color, religious creed, ancestry, age, sex, national origin, disability.