

AQUATICS DIRECTOR

Incumbent:

Classification: Exempt (Seasonal)

Reports to: Program Director

Position Purpose:

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 scout's age and abilities. Provide management to the physical operation of the waterfront's facilities and equipment.

Essential Job Functions:

1. Plan, direct, and supervise a safe and fun waterfront program
 - ♦ Write (with the help of waterfront specialists) lesson plans that meet camp goals.
 - ♦ Evaluate aquatics abilities of campers and staff.
 - ♦ Deliver creative swim and watercraft program activities.
2. Train and supervise waterfront staff
 - ♦ Assist in the planning and implementation of staff training.
 - ♦ Train waterfront and counseling staff in their waterfront responsibilities.
 - ♦ Supervise waterfront staff to provide a safe and high-quality program.
 - ♦ Supervise the waterfront staff evaluation process.
 - ♦ Implement the scheduling of waterfront staff.
 - ♦ Directly supervise other aquatic staff.
3. Manage the physical facilities and equipment in the waterfront program area
 - ♦ Set up waterfront area prior to and during staff training.
 - ♦ Teach and monitor proper use of equipment.
 - ♦ Conduct initial and end-of-season inventory, and store equipment for safety.
 - ♦ Check equipment and make (or file for) repairs.
 - ♦ Conduct a daily check of equipment for safety, cleanliness, and good repair.
 - ♦ Submit orders for equipment and supplies when needed, ensuring timely arrival of materials.
 - ♦ Survey waterfront area daily and keep the area free of hazards and debris.
4. Participate as a member of the camp management team to plan, direct, and supervise evening programs, special events, overnights, and other all-camp activities and camp functions
 - ♦ Work with Program Director and Waterfront Specialists to develop a program curriculum, awards programs, and leadership programs.
 - ♦ Assist in the planning of any special events on or near the waterfront.
 - ♦ Participate in management and staff meetings.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Prepare an end of season report detailing program delivery metrics, performance evaluations for the aquatics staff, and the condition of equipment and facilities that need repair, replaced, or additional equipment needed.

Relationships:

The Camp Director will register with the Boy Scouts of America and agree to promote the mission of the Boy Scouts of America and the Great Southwest Council. In addition, the Aquatic Director has a direct relationship with the camp ranger in terms of facility and equipment needs including swimming pool filter systems, shower-house facilities, etc. The Aquatics Director also coordinates efforts between all the key program area directors such as Nature, Shooting Sports, Scoutcraft, Handicraft, and others. The camp's emergency operations plan outlines the relationship between the camp health officer and the Aquatics Director and the aquatics staff for emergency management and care.

Equipment Used:

The Aquatics Director is responsible for the safe operation of the camp pool, shower house including program delivery equipment and all safety equipment and supplies.

Qualifications (*Minimum qualifications and experience*)

- ♦ Previous experience in residential camping.
- ♦ The aquatics director is 21 years of age or older and holds a current certificate of training as a BSA Aquatics Instructor from a National Camping School.
- ♦ The aquatics director also is currently certified as a BSA Lifeguard, American Red Cross Lifeguard, or equivalent training recognized by state legislation or regulation (a "valid lifeguard certification")
- ♦ Is currently trained in American Red Cross First Aid and Basic Life Support (BLS) for Health Care Providers, or equivalents.
 - ♦ For long-term camps, the aquatics director holds no other staff position
 - ♦ and lives on-site if youth participants or staff remain on the premises
- ♦ Experience in supervising others especially peers is desirable.

Knowledge, Skills, and Abilities:

- ♦ Training and experience in a variety of program activities offered at the camp.
- ♦ Ability to schedule and supervise staff.
- ♦ Desire and ability to work with children outdoors.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.

- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- ♦ The position requires:
 - Prolonged standing, some bending, stooping, and stretching.
 - Requires eye-hand coordination and manual dexterity to manipulate program equipment and activities.
 - Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper and staff activities/programs.
 - Willing to live in a camp setting and work irregular hours delivering program in the facility available.
 - Ability to operate with daily exposure to various weather conditions.