

Waterfront Staff

Lifeguards

Lifeguards supervise free swim periods, boating and special events held at the waterfront areas. They also instruct swim lessons. Lifeguards are responsible for maintaining waterfront and boating facilities to comply with all safety regulations.

Applicants do not need to be certified to apply but must be strong swimmers. We will provide training and a certification course during orientation.

Position Specific Requirements:

- Must be a strong swimmer and be able to meet the requirements for the ARC Lifeguard training course. **Please see the next page for program requirements.**
- Willing and able to work outside in the sun on a daily basis

Summer salary: Salaries start at \$2,300 plus room and board

Please see page 3 for a detailed job description.

Waterfront Directors

Waterfront Directors organize and direct all swimming and boating activities for campers. They supervise Waterfront Staff in water safety and swimming instruction activities and provide ongoing waterfront staff development.

Position Specific Requirements:

- At least 21 years of age
- Have a minimum of three seasons of waterfront experience
- Have lifeguard training and certification in CPR for the Professional Rescuer
- A Water Safety Instructor Certificate is preferred

Summer salary: Commensurate with experience plus room and board

Please see page 4 for a detailed job description.

American Red Cross Lifeguarding Course Requirements

In order to be eligible for the American Red Cross Lifeguarding Course, you must be a strong and confident swimmer who is able to:

1. Competently swim 550 continuous yards, using 200 yards of crawl/freestyle stroke with rhythmic breathing, 100 yards of breaststroke with rhythmic breathing, and 250 yards using either of these two strokes.
2. Within one minute and 40 seconds, swim 20 yards, surface dive to 10 feet deep, pick up a ten-pound brick, resurface with the brick, and swim twenty yards on back using legs only.
3. Swim 5 yards, submerge and retrieve three dive rings placed 5 yards apart in 4–7 feet of water, resurface and swim 5 yards to the side of the pool.
4. Tread water for 2 minutes, using only the legs.

All lifeguards will be required to participate in and complete our Waterfront Orientation. This orientation will take place at one of our freshwater lakes and includes lifeguard certification through the American Red Cross, which involves completing all of the required skills and passing the practical and written tests. Some of the strongest candidates will also be enrolled in the Water Safety Instructor course, admission to which is based on a pre-test of swim strokes.

During Waterfront Orientation you will learn lifeguarding skills such as:

- Entries, approaches, rescues, surveillance and waterfront equipment use
- Professional CPR and First Aid
- Swim instruction for various ages and skills
- Emergency plans and rehearsal as well as boating skills



Please note that four of our five camps use lakes for swimming so applicants should be comfortable training and working in a setting similar to this picture.

Waterfront Staff

Responsible to: Waterfront Director

Qualifications

1. Age: Must be at least 18 years of age.
2. Education: High School graduate. 1 year of college preferred.
3. Experience: Must have a current American Red Cross Lifeguard Training certificate or a certificate generally accepted as evidence of a similar or equivalent level of lifesaving skill and a current professional CPR certificate. If guarding on a lakefront, must also have the ARC Waterfront Lifeguard Module certificate. A current ARC Water Safety Instructors Certification and previous experience in an aquatic program are preferred.
4. Personal: Good health, emotionally mature and a willingness to work under supervision to accomplish the FAF's objectives.

Responsibilities

1. Assist in all waterfront related activities: i.e. buddy systems and checks, instructional classes, free swims, special events, beach clean-up and preparation, etc.
2. Help to maintain the waterfront, boating and fishing facilities to comply with all pertinent safety codes.
3. Pool waterfront staff may also perform pool chemistry tests and will report to the Pool Operator if adjustments are needed.
4. Submit all forms, evaluations and records that are required by the Waterfront Director.
5. Be totally familiar with emergency procedures and follow them when needed (see Waterfront Manual).
6. Perform waterfront duties as assigned by Waterfront Director.
7. Maintain an adequate level of fitness and technique throughout the summer by participating in daily workouts – swimming, boating, practice rescues, etc., and maintain a log of such activity.
8. Participate in the entire camp program.
9. Follow other rules and regulations that are deemed important by the Camp Director.
10. Strive to work in a cooperative manner with fellow staff to achieve goals of the program.
11. Understand that campers come first and decisions should be made in the best interest of campers.

Working Conditions

1. Daily Schedule: There are six swimming or boating sessions per day. Working hours will vary depending on the time required to maintain the waterfront and its facilities.
2. Time off is scheduled by the Waterfront Director and Village Leader.
3. Housed in a campstead with staff and when not guarding or in scheduled trainings, work as a General Counselor in assigned village.

Waterfront Director

Responsible to: Camp Director

Qualifications

1. Age: Must be 21 years of age.
2. Education: 2 years of college, preferably a college graduate.
3. Experience: Must have current WSI, Lifeguard Training, with waterfront module and professional CPR certification. Minimum of three seasons of previous waterfront experience. American Red Cross Waterfront Management Module preferred.
4. Personal: Good physical health and emotional maturity. Must be able to supervise in a fair and diplomatic manner.

Responsibilities

1. Overall supervision and management of all waterfront activities.
2. Ensure that beach signs, depth markers, float lines, ladders, reach poles, rescue lines, first aid kits, backboards, guard chairs, and other required waterfront elements are present and in good repair.
3. Coordinate with staff that daily beach/pool NYS Department of Health reports are completed.
 - a) Hidden Valley Waterfront Director should coordinate the daily monitoring of the pH and chlorine checks which are then recorded in the pool report.
4. With waterfront staff, conduct mandatory swim tests and swim area orientation at the start of each session for all staff and campers using the waterfront. Assign color-coded swim area(s) based on observed swimming ability. Coordinate and maintain waterfront "Buddy Systems" as required by New York State Health Department Regulations.
5. Ensure that waterfront and buddy check orientations are conducted for each waterfront user. Responsible for ensuring buddy checks take place NO MORE THAN fifteen (15) minutes apart, both during free swim and swim lesson periods
6. Schedule guard coverage to comply with mandatory ratios for supervision.
7. Ensure that all waterfront staff maintain an adequate level of fitness and lifeguard skills throughout the summer by planning, supervising and participating in daily workouts—swimming, boating, practice rescues, etc. Maintain a log of such activity.
8. Plan, organize and direct all swimming activities for the campers and staff.
9. Supervise and train the waterfront staff in water safety and swimming instruction activities.
10. With waterfront staff, conduct boating orientation at the start of each session for staff and campers. Conduct a counselor orientation that includes use of any boat type (canoe or rowboat) they may use with campers. Arrange for tip test for those campers who are ready to use canoes without staff in the boat.
11. Responsible for maintaining DISTINCTLY SEPARATE waterfront, boating, and fishing facilities to comply with all pertinent safety codes.

12. Direct beach, dock and water clean-up and maintenance. Must be familiar with human and animal waste clean-up and decontamination procedures as required by the NYS Department of Health. On waterfronts, maintain goose netting on beaches during all times the waterfront is closed.
13. Submit all forms, requisitions, evaluations, and inventories that are required by Camp Directors, Health Departments, and Health & Safety. Included should be daily beach condition reports noting water temperature, water clarity, weather conditions, and any incidents, accidents, or decontamination procedures that occurred during each 24-hour period.
14. Be totally familiar with emergency procedures and be able to implement them when needed. See Waterfront Manual.
15. Participate in total camp program.
16. Understand that campers come first and decisions should be made in the best interest of campers

Working Conditions

1. There are at least six swimming sessions per day. Working hours are self-determined and will vary depending on the time required to maintain the waterfront and its facilities.
2. Time off is scheduled by the Camp Director.
3. Housed in administrative staff quarters.