

## **Job Description For Lifeguards**

### **Minimum Qualifications**

- Experience and Training in waterfront activities and management
- Current American Red Cross lifeguard Training and Waterfront Lifeguard Training certifications or Current certificate determined by the State Commissioner of Health to provide an adequate level of similar training
- Maintain certification in cardiopulmonary resuscitation (CPR), Not exceeding one year in duration, in CPR for the Professional Rescuer issued by the American Red Cross or a certification determined by the State commissioner of Health to provided an adequate level of CPR training.
- Desire and ability to work with children outdoors Ability to relate to one's peer group
- Ability to accept guidance and supervision
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control
- Desire to work and live in a camp community 24 hrs. a day during summer camping Season and on other occasions.
- College student or at least 18 years of age

### **Responsible To**

Aquatics Director, Executive Director, and Summer Director

### **Camp Goals**

To Assist in every day activities and maintain the health and safety standards as mandated by the state and county health departments.

Compliance of the American Camp Association Accreditation Standards.

Compliance of the U.S. Department of Agriculture Food and Consumer Service Standards.

Help groups function cooperatively as a unit

Encourage individuality and creativity in staff and Participants

Encourage respect, sensitivity and understanding for individuals and the natural environment and their differences

### **General Responsibility**

To Lifeguard.

### **Specific Responsibilities**

- Set up lake, waterfront and pool area during staff training.
- Supervision of all water activities including the swimming pool, the pond area where canoeing instruction is performed, the off property canoeing trips and hiking trips.
- Monitor the proper use of equipment.
- Conduct end-of-season inventory, and store equipment for safety.
- Help to check equipment
- Plan and work with others during special events
- Assist in packing all materials and supplies at end of season.
- These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required.

### **ACTIVITIES:**

- Establish and enforce Pond rules
- Establishment and enforcement of the buddy system and pool rules. These both need to be done Sunday and must be completed at the pool before campers enter the swimming pool area for swim tests.

- The water staff must develop a plan on daily instruction and for activities to be organized for the afternoon free swim periods.
- Lock-up of pool house, pool gate, and canoe gate when you are the last to leave.
- Report of any problems in the pool and pond areas.
- Testing of pool water chemicals and their regulation under the supervision and training of the Aquatics Director
- Needs to help make up and place the buddy tags on the buddy boards.
- It is also your responsibility to keep the swimming pool area clean, and to keep the pool floor clean also.

### **AT SWIMMING POOL:**

- The saving of a life in the camp pool is the main responsibility. All aspects of the American Red Cross Training must be employed whenever you are on duty at the swimming pool.
- The swimming pool can only be opened when lifeguards are on duty and with the consent of the Aquatics Director.
- A chlorine reading must be taken and called to the office before the pool is opened to staff and campers. The reading must also be at the proper level before the pool can be opened.
- Buddy checks must be held every seven minutes. Each thirty minutes the pools should be cleared and the buddy board checked so that all are accounted for. Any camper who wants to leave the pool area must have the permission of the water staff as well as the camper's counselor and the buddy system must be employed.

### **AT THE POND**

- The first jobs of the canoe instructors are the safety of the campers. At all times before any staff person or camper enters the canoe area through the pond gate, they must have a lifejacket on and secured. This rule also includes the instructors.
- The rules of the waterfront, included under another section, must be strictly enforced.
- The main purpose for the canoe program is two fold Teach basic canoe strokes to the campers and to have half day canoe trips for the campers who wish to go on a canoe trip.
- Safety in canoes is your most important concern. Horseplay or fooling around by anyone must not be allowed.
- You must remember that there is no swimming in the pond.

### **Essential Functions**

#### **Must be able to**

Carry and load supplies

Relate to camper needs

Provide basic first aid for campers and staff during all times

Lift/assist campers when required

Observe camper behavior

Identify and respond to hazards

Work with different age and skill levels

Assist campers in emergency (fire, evacuation, illness, or injury)

Possess strength and endurance required to maintain constant supervision of campers.

**WORK HOURS:** Work week will be from Sunday approximately 12:00 PM until Saturday after the campers depart around 12:00 PM. Hours to be worked are to be worked out between the executive director, the camp director, and the summer directors.

**All staff must be in Governors Hall and ready to work at 12:00 pm. Sunday**

**NIGHT OFF:** We will attempt to give most staff a night off on a rotating basis. Night off will only begin after dinner has finished. The purpose for the night is to get away from camp for a short while. It is not a time for hard partying. You should remember you are representing Kamp Kiwanis and your arrival back at camp should not cause a problem. If you are old enough to drink, make sure you are in complete control upon your arrival back at camp.

**SUPERVISION OF CAMPERS TAKES PRIORITY OVER BREAKS AND TIME OFF**

**I have read the above job description and understand my responsibilities.**

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**Print Name**

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**Date**

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**Signature**

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**Date**