

YMCA Camp Winona

Job Description

Title: Waterfront Director

General Function: Under the supervision of the Executive Director, the Waterfront Director is responsible for the oversight of all water/aquatic program activities. They also work with the Land Activities Director and Leadership Team to plan and implement all camp-wide activities and evening programs.

Essential Functions:

1. Assist in pre camp set up of waterfront
2. Assist in pre camp evaluation of waterfront equipment and structures
3. Supervise and manage all waterfront program staff and areas. Report any needs to the Director
4. Develop and maintain a Waterfront Program Manual that maintains the highest safety standards
5. Schedule staff and campers into waterfront program areas
6. Perform daily visual observation of all waterfront staff
7. Responsible for maintaining inventory of all boats, supplies and equipment in the waterfront area
8. Responsible for readiness of all waterfront activities at the beginning and close of each activity day
9. Supervise and evaluate waterfront staff three times a season (pre-season, mid-season and post)
10. Assist in opening/closing day activities as needed including swim checks
11. Assist with staff training (lost camper drills – waterfront)
12. Perform and execute weekly lake drills
13. Assist as needed with organization and supervision of the YMCA Camp Winona awards program
14. Assist in planning and organizing closing banquet for staff
15. Assist in organizing evening programs and camp-wide activities
16. Supervise campers during Free Time
17. Participate in the Director of the Day
18. Conduct announcements during meal times
19. Assist with vespers
20. Participate in performing nightly bed checks of campers and staff
21. Create and be able to implement a “rainy day” plan along with the Land Director, and Leadership Team
22. Attend all staff meetings
23. Assume additional responsibilities as directed by camp directors
24. Complete and maintain on an ongoing basis the designated areas for accreditation with the American Camp Association
25. Strive to ensure waterfront programs are safe, fun, challenging, and promote youth development and skill progression
26. Must be committed to carrying out the basic team purpose of YMCA Camp Winona and the Volusia Flagler YMCA
27. Ability to serve and respond in a positive, respectful, timely, caring manner to a diverse background of user groups

Pre-requisites:

1. Minimum of 21 years of age
2. Minimum of rising sophomore in college or equivalent
3. Current First Aid and CPR
4. Current Certification in YMCA or American Red Cross Life Guarding
5. Supervisory Experience
6. Computer skills, including Access, Excel , Word, and PowerPoint

Physical Requirements

- Walking (3 miles a day)
- Swimming
- Pushing (100 lbs.)
- Pulling (100 lbs.)
- Standing
- Lifting (50 lbs.)
- Stooping
- Carrying (50 lbs.)
- Crouching
- Kneeling
- Sitting

Effect on End Result

Through effective supervision and close attention to mission, rules and regulations, the Waterfront Director will assure that YMCA Camp Winona's mission goals, camp goals, and excellence in quality goals are achieved.