

# Presbytery Point Camp      **Head Lifeguard/Kitchen Assistant** *Job Description*

*Presbytery Point brings people together to learn and grow in the beauty of God's creation; reaching out and welcoming all to join together in faith, fellowship, and recreation.*

Job Title: Head Lifeguard/Kitchen Assistant

Supervisor:  
Camp Manager

Qualifications:

- Able and interested in working in and around a Christian residential camp setting
- Able to uphold and work toward the camp's mission statement
- Christian faith understanding
- Must be at least 21 years of age and have previous lifeguarding experience
- Able to attend and successfully complete staff training
- Willingness to multi-task and work in multiple camp job positions
- Evidence of moral character – integrity, adaptability, enthusiasm, encouragement, discretion, patience
- Must possess current American Red Cross Waterfront Lifeguard Certification, CPR/AED, & First Aid certification prior to employment.
- Additional Cross Water Safety Instructor Certification preferred; Wilderness First Aid Certification desired.
- Able to teach, supervise, and oversee swimming, boating, canoeing and sailing activities

Work Schedule:

- Sunday, 12:00 noon -Saturday, 12:00 noon

Salary:

Weekly salary as specified; plus room and board for summer staff/camping season.

Primary Responsibilities:

- Supervision of lifeguards, aquatic observers, and waterfront volunteers in cooperation with Program Facilitator.
- Supervision of all waterfront and boating activities in coordination with Program Facilitator.
- Maintain beach area and equipment.
- Facilitate set up, removal, and proper storage of waterfront equipment. Maintain inventory of waterfront equipment. Report all waterfront concerns regarding equipment replacement, repair, and other needs to Camp Manager.
- Responsible for all equipment use, lifeguards' daily swim/water safety practice, and coordination of lost swimmer drill(s) with Camp Manager.
- Responsible for safety and well-being of all campers and staff at waterfront. Responsible for explaining and enforcing all rules, buddy procedures, use of safety equipment, and lost swimmer drills at waterfront.
- Responsible for teaching basic water safety/swimming skills, swimming skill building activities, and teaching/working with volunteer instructors on boating, canoeing and sailing skills.
- Responsible for administering and documenting swim assessments for all campers and staff.

Kitchen and Camp Responsibilities:

- Wash (by hand and by machine), sterilize, air dry, and store dishes, glasses, silverware, pots and pans. Assist cook as needed before, during and after assigned meals (following health department food handling rules). Assist with recycling program.
- Act as counselor during counselor break time or in event of counselor illness/emergency/high camper census.
- Notify camp manager of any maintenance needs or emergencies immediately.
- All other duties as assigned by the Camp Manager
- All employees of Presbytery Point Camp, Inc. are considered "at will" employees.