

**GIRL SCOUTS HEART OF THE HUDSON, INC.**

<b>DEPARTMENT:</b> GIRL Experience and Outdoor Program	<b>CAMP TYPE:</b> Day Camp
<b>SALARY:</b> \$4,500	<b>STATUS:</b> Seasonal, Full-Time
<b>REPORTS TO:</b> Camp Director	<b>FLSA:</b> Exempt
<b>SUPERVISES:</b> Lifeguards, Waterfront Lifeguards	
<b>CAMP LOCATION:</b> Camp Addisone Boyce	

**POSITION SUMMARY:**

To organize and administer activities at the waterfront/pool consistent with Girl Scouts of the USA, American Camp Association and New York State Department of Health standards; to integrate waterfront/pool activities with other specialized camp events and to direct and supervise the waterfront/pool staff.

**KEY FUNCTIONS & RESPONSIBILITIES:**

- Develop and carry out waterfront and pool activities with the staff while supervising them and participating in general camp activities.
- Train and oversee the waterfront and lifeguard staff during pre-camp and throughout camp sessions.
- Conduct weekly swimming assessments of campers’ abilities and provide instruction in water safety, swimming, boating, and canoeing if certified as an American Red Cross Water Safety Instructor.
- Develop and enforce waterfront safety measures for all individuals in camp, including staff, visitors, and campers, in accordance with Girl Scout, American Camping Association, and New York State Department of Health standards. Promptly report accidents to the Nurse and Camp Director.
- Take responsibility for the care and use of boats, canoes, lifesaving equipment, and other supplies. Requisition necessary equipment and supplies during camp and request repairs and maintenance as needed.
- Maintain American Red Cross certification records and Department of Health water testing reports, along with any other required documentation.
- Maintain a professional attitude when interacting with children, ensuring appropriate boundaries and avoiding emotional bonds or discussions of inappropriate topics.
- Strong ability to engage and work effectively with children, along with excellent communication skills with campers and staff.
- Ability to motivate others to learn new skills and a commitment to demonstrating responsible, ethical, and professional conduct.
- This position description does not imply that the listed responsibilities are the only duties to be performed. The person in this role may be required to perform additional tasks as needed or requested by their supervisor.

**QUALIFICATIONS:**

- Successful completion of Background Check.
- Must be at least 21 years old.
- High School Diploma or Equivalent.
- Current certification in American Red Cross Water Safety Instructor (WSI) or American Red Cross Lifeguard Training and Waterfront Lifeguard.
- Valid certification in American Red Cross CPR for the Professional Rescuer or Equivalent.
- Must Possess a valid in-person testing certificate for the ARC Lifeguard Management
- Must have at least three seasons of previous waterfront experience.
- Must be willing to take aquatics management or supervision training with written test if not WSI certified.
- Proficient in providing support and instruction to others.
- Experience or education in working with children is a plus.
- Ability to stand for long periods.
- Capable of lifting and carrying items over 15 lbs.
- Proficient in navigating rough terrain.
- Comfortable being active for extended durations.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed above are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential duties.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

*Girl Scouts Heart of the Hudson, Inc. is committed to the principles of equal employment opportunity. Our practices and employment decisions regarding employment, hiring, assignment, promotion, compensation, and other terms and conditions of employment are not to be based on an employee's race, color, sex, age, religion, national origin, disability, ancestry, military discharge status, sexual orientation, marital status, genetic predisposition, housing status, or any other protected status, in accordance with applicable law.*