

# Adventure Camp

## Waterfront Director

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**Adventure Camp** is an outdoor day camp located on 48 acres of land in Mount Albert that provides 100 campers ages 4.5-13 years, a safe and exciting outdoor environment to explore and engage in hands on learning and to understand the importance of becoming respectful and responsible stewards of our natural environment. Adventure Camp is part of York Professional Care & Education, a non-profit organization celebrating 30+ years of providing programs for children, youth and families.

The **Waterfront Director** is a member of the Senior Staff team and is responsible for overseeing the safety, programming and staff at the waterfront area and ensuring that the Lifesaving Society Standards and programs are delivered. They are responsible for the lifeguard supervision and the implementation of Lifesaving Society Swim for Life swimming lessons. They will also be responsible for the general safety and development, growth and skill achievement of all campers. This staff member will provide high quality summer camp and leadership experiences for participants that focus on the camp core values of courtesy, respect, responsibility, confidence, care & compassion.

### Essential Responsibilities

- Ensure the safety and supervision of the waterfront.
- Develop and implement the program plans for the swimming program at camp, including swimming lessons, aquatic leadership and staff development, in collaboration with the Camp Director.
- Schedule all lifeguards and swim instructors, in collaboration with Camp Director.
- Review all swimming and aquatic program plans developed by Group Leaders/Lifeguards and provide support and feedback based on their program plans.
- Help guide all staff, volunteers and CITs to have a deeper understanding of aquatic leadership skills, specifically as they relate to the waterfront.
- Organize and lead a variety of waterfront activities and swimming lessons following the Lifesaving Society Swim for Life program.
- Identify and respond to camper behaviour issues using approved camp methods.
- Ensure that the site, including the waterfront area, the building, wagons, program areas & washrooms, are kept clean, organized and free of litter or hazards.
- Communicate with the Camp Director about participant experiences and concerns.
- In case of inclement weather, support the staff team in implementing small and large group activities including crafts, archery, gardening, animal care, canoe/kayak, eco, theme days, campfire, camp wide games.
- Attend staff meetings and in-service staff trainings.
- Assist in maintaining accurate program records including incident/accident reports, illness reports, camp documentation, daily attendance and swim reports, and Lifesaving Society test sheets.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, follow and enforce all safety expectations and guidelines associated with the camp and program areas. This includes, but not limited to, being responsible for your campers' safety and their whereabouts at all times

### Requirements

- At least 18 years of age.
- Lifesaving Society National Lifeguard and Swim Instructor (current)(Examiner preferred)
- Hold current Standard First Aid & CPR-C certification
- Must submit a Vulnerable Sector Check, obtained no sooner than 3 months prior to start of position
- Experience with Lifeguarding and Swim Instruction with children.

- Experience in camp, youth programs, recreation, education programs working with children (asset)
- Ability to plan, organize, lead and participate in camp activities which include, but are not limited to, hiking, canoeing, swimming, building campfires, physical games, and activities.
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- Strong organizational and communication skills.

**Knowledge, Skills and Other Abilities:**

- Oral and written communication skills
- Time management skills
- Reliable and dependable
- Able to work outside in all weather conditions
- Able to perform strenuous physical labor and lifting
- Team player; able to work well with a variety of people
- Perform any other tasks as assigned by Camp Director

**Work Environment:**

**While performing the duties of this job the employee is regularly required to:**

- Work outdoors and in seasonal conditions such as: very hot temperatures, dry and/or dusty environments, damp and/or wet climates, humid climates
- May require working with campers with challenging behaviours
- May requires working in excess of 40 hours per week.
- Work around farm related smells or foul odors
- Work in a loud/noisy environment.

**Physical Demands**

**While performing the duties of this job the employee is regularly required to:**

- Stand for long periods of time
- Grip, grasp or twist using hands and wrists. Semi-reaching to full-reaching overhead
- Lift, carry, push, shovel, and/or pull up to 50lbs or more.
- Crouch, kneel, bend and/or stoop repetitively throughout out shift.

***Busing is available from Richmond Hill, Aurora, Sharon, and Mount Albert to and from camp daily.***

Adventure Camp is a division York Professional Care & Education and offers a competitive salary, and a collegial work environment dedicated to the professional development of all staff.

We invite all qualified candidates to complete our online application at <http://ypcedaycamp.com/summer-employment/>

We would like to thank all applicants in advance for your interest; however only those candidates invited for an interview will be contacted. No telephone inquiries or agencies please.

York Professional Care & Education is an equal opportunity employer and we will accommodate any needs under the *Accessibility for Ontarians with Disabilities Act* and the *Ontario Human Rights Code*. Please contact our office for assistance if required.