



# Camp Kwasind

## SUMMER 2024 JOB DESCRIPTION

### **POSITION: Waterfront Coordinator**

#### **Purpose and Scope :**

Camp Kwasind, a ministry of the Canadian Baptists of Ontario & Quebec is a Christian Camp that seeks develop and nurture Christian faith and relationships through effective programs in a safe, exciting, and natural environment. It is our aim to be a living demonstration of God's love which is demonstrated through our care for all of creation, providing quality programming, and the intentional reaching out to those on route to Jesus as we live as a community of faith.

The Waterfront Coordinator is to be focused on the oversight of the swimming programs and equipment. They are also to be ensuring the safety of the campers at the waterfront and ensuring the waterfront is clean, safe, and equipment is well taken care of. They will provide support to the Assistant Director – Waterfront and Health and Safety as they serve as part of the Waterfront Team. They will report to the Assistant Director – Waterfront and Health and Safety. This is a seasonal summer camp position.

#### **Qualifications:**

- A mature faith in Jesus Christ and an active part of a local church.
- Commitment to the mission, faith, philosophy, staff code of conduct and core values of CBOQ & Camp Kwasind.
- Be a minimum of 19 years of age.
- Have leadership experience and training in swimming – preferably with instructor's certification.
- Valid NLS, First Aid and CPR certificates (Required).
- Have experience working with children and young people.
- A valid boat operators license (Required).

#### **Responsibilities:**

- Gather resources for use in the swimming program area(s) including the iceberg and jumping raft.
- Submit requests for supplies for swimming and boating programs as required to the Assistant Director – Waterfront and Health and Safety for approval.
- Be available to support the Assistant Director - Program as part of theme activities, skits, and wide-games and ensure the development of positive staff relationships.
- Prioritized safety on the waterfront and ensure all risk management policies/procedures are followed.
- Do daily checks and make records of all equipment, boats, and waterfront supplies.
- Ensure the beach is prepared for the start of every session or new group.
- Check with Assistant Head of Maintenance to ensure that gas is available for the boat and keep a record of how many litres of gas is used throughout the summer.
- Double check all boats and rafts are properly moored each evening.

- Ensure the beach and beach hut are kept clean.
- Build connections with campers and incorporate theme into your area of activity.
- Under the direction of the Assistant Director – Waterfront and Health and Safety conduct the daily tasks involved in the camp program and serve as Head of Waterfront during Assistant Director – Waterfront and Health and Safety’s Day off.
- Lifeguard for any necessary waterfront activities, swim tests, electives, choose-your-own-adventures, lake swims, and island overnights.
- Identify needs and perform the required maintenance and upkeep of equipment for all program areas as required.
- Serve as a Cabin Buddy where you will assist in spiritual conversations, prayers for campers and cabin staff, and being a model of Christian living to those campers in that cabin.
- Work with the Managing Director in the non-summer months to provide energy and leadership in at least one of the following areas: Online Oasis, in person Oasis, Staff Christmas Party, Spring and Fall work parties, Camp in April, Winter staff retreat weekend. Sign up during training week.
- Doing “Rounds” 1-2 times a week 10:30pm-12am. Make sure the camp is safe and quiet, and lights/equipment are off, at night.
- Attend all staff meetings, trainings, and staff bible study/faith practise and weekly chapels
- Active participation in Campfires, Vespers, Camper chapel, Camp Wide-games, and other programmatic elements as is requested and that is possible with this role
- Other duties as assigned by the Managing Director.

**Accountability:**

- This position is directly accountable to the Assistant Director – Waterfront and Health and Safety