



WATERFRONT COORDINATOR

SUMMER 2025 JOB DESCRIPTION

Contract Details

Accountable To: Assistant Director – Head of Waterfront

Period: Staff Training in June - July & August (exact dates set in contract)

Honorarium: \$175 / week (plus room & board)

Purpose and Scope

Camp Kwasind, a ministry of the Canadian Baptists of Ontario & Quebec is a Christian Camp that seeks, develops and nurtures 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 boating 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 report to and provide support to the Head of Waterfront as they serve as part of the Waterfront Team. 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:

We expect all Cabin Leaders to attend and participate in all required pre-summer training sessions, learn and know Camp Kwasind's goals and mission and focus on your spiritual growth through a local church and/or mentorship.

In addition, ensure that you:

- Gather resources for use in the swimming area(s) including the inflatables and jumping raft.
- Submit requests for supplies for swimming and boating programs as required to the Head of Waterfront for approval.
- Be available to support the Head of Program as part of theme activities, skits, and wide-games, campfire, snack set up 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 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 throughout the day.
- Build connections with campers and incorporate themes into your area of activity and intentionally sit with them during vespers, campfire and meals.
- Under the direction of the Head of Waterfront conduct the daily tasks involved in the camp program and serve as Head of Waterfront during Head of Waterfront's day off.
- Lifeguard for any necessary waterfront activities, swim checks, electives, choose-your-own-adventures, lake swims, and island adventures/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 Camp 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.
- Doing "Rounds" 1-2 times a week 10:30pm-12am. Make sure the camp is safe and quiet, and lights/equipment are off.
- Attend all staff meetings, trainings, and staff bible study/faith practice 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 Camp Director.

Your Support

- Assistant Director – Head of Waterfront – They will support and mentor you during your time at Kwasind with 1 on 1's, encouragement, development and prayer.
- Your Spiritual Health – All staff at Kwasind are given time each day to spend with Jesus and their bible. You will have daily time to connect with other staff, read and discuss the bible during faith practice, and pray together.
- Your Mental/Physical health – We care about your mental and physical health, so each day we provide designated rest times to provide space to focus on self-care. Kwasind also has a registered nurse on site each week to provide additional care as needed.