

POSITION DESCRIPTION

Position Title: Aquatics Specialist

Revised: February 2004

Reports To: Youth Programs Coordinator

General Function: The Aquatics Specialist manages the scheduling, supervision, and daily maintenance of the swimming pool, and assures that all aquatics activities are supervised and lead according to ACA and Red Cross safety standards.

Requirements: The Aquatics Specialist must be at least 19 years of age, and must hold current certification in American Red Cross Lifeguard Training, or equivalent. The incumbent must have prior experience in leading aquatics programs. It is also very important that the Aquatics Specialist be a person of integrity who is able to serve as a positive role model to youth. In order to supervise staff at the pool, the incumbent must be able to honestly and openly communicate with his/her peers. To properly support the mission and values of the camp, he/she must be a person of strong personal faith, with a positive relationship with the Catholic Church.

Because each staff member lives and works closely with the members of the staff community, it is important that the Aquatics Specialist is able to collaborate with others, communicate clearly and honestly, and be willing to contribute as community needs change. The incumbent must be certified in CPR and First Aid, and must have an awareness of the need to care for the environment.

Principal Activities:

- Teach daily morning swimming program
- Supervise daily afternoon open swim periods, including supervision of staff “lookouts”
- Clean and maintain pool on a daily basis; order supplies as needed; notify Director of needed repairs
- Assist program staff in leading evening activities and other all-camp activities
- Serve as a “copilot” for a cabin group; sit with them at meals and attend evening activities with them
- On a rotating basis, supervise daily camper free time
- Monitor camper swim tests during Sunday registration; classify each camper according to swimming ability
- After Friday camper departure, participate in the cleaning of cabins, bathrooms, and common areas
- Attend daily staff meetings
- As needed, temporarily supervise campers in the absence of their counselor
- Update Aquatics Procedures Manual as needed; keep an accurate inventory of supplies, and order supplies, as needed
- Play with campers!!

Essential Functions:

- ◆ Ability to communicate procedures and regulations to staff and campers
- ◆ Ability, both visual and auditory, to identify safety hazards and monitor camper and staff behavior
- ◆ Ability to understand and implement behavior-management techniques
- ◆ Physical mobility and endurance to maintain constant supervision of campers
- ◆ Ability to communicate with and collaborate with staff peers and campers in providing program leadership and instruction
- ◆ Ability to understand and communicate the camp's spiritual vision