



## Waterfront Lead Job Description and Expectations

In addition to the below expectations for the Waterfront Lead, all Covenant Harbor summer staff must meet the [General Summer Staff Expectations](#) and agree to the [Summer Staff Covenant](#).

### Job Description

The Waterfront Lead is primarily responsible for ensuring that waterfront swimming areas and boating activities run smoothly, efficiently, and safely for all programs. Additionally, the Waterfront Lead directly supervises the Waterfront Assistant and Team. Along with several year round staff, the Waterfront Lead trains, supervises, coordinates and cares for the waterfront team. They will also work with the waterfront staff and Program Leads to brainstorm and carry out specific activity times, lead skills for 7th-9th grade campers with knowledge and creativity, and connect with individual cabin groups in the evenings and throughout the day.

### Expectations

- Complete lifeguard, CPR and first aid certification before arriving to camp.
- Be present and help with lifeguard training at Covenant Harbor in May. (Dates TBD)
- Complete Wisconsin boating certificate.
- Knowledge to confidently lead waterfront activity areas, Covenant Harbor lifeguarding practices, boat driving, and all Lost Swimmer safety procedures.
- Complete administrative and organizational tasks.
- Oversee and maintain a clean, safe and efficient waterfront.
- Maintain equipment and keep accurate logs.
- Drive boats, guard swimming areas and supervise canoeing, sailing and paddleboarding.
- Know and how to care for campers of all ages (kindergarteners through high school graduates).
- Be an expert on the rules and standards for each activity area, including an awareness of the age requirements and mandated safety equipment for each activity.
- Work with your team to be creative and make the activities for each week unique.
- Coordinate with year round staff on any guest group usage of waterfront activities.
- Set an example for waterfront team members that is positive and above reproach.
- Manage your schedule and plan your daily tasks wisely. Be early to the activities you are running, especially for free time.
- Communicate with program leads to ensure that their expectations regarding activities are being met and to improve campers' experiences as necessary.
- Be present and be ready to assist with setup and execution of games, chapel sessions and events when asked.

### Requirements

- Be at least 20 years old by May 28, 2021.
- Be available to live onsite at Covenant Harbor from May 28 to August 12. Please note that lifeguard certification will take place prior to May 31 (exact dates TBD).
- Experience and skills in interacting with elementary, middle school, and/or high school students.
- Interest, willingness and ability to be lifeguard, CPR, first aid and boat driving certified.
- Experience lifeguarding on a lake (preferred).
- Boat driving and pulling experience (preferred).
- Experience leading peers.
- Ability to pass a background check.
- Strong interpersonal, communication, and leadership skills.
- Must be able to participate in potentially strenuous physical activities.