



Freeport • Lake Zurich • Oswego • Rockford • South Elgin 2023 Summer Camp – Waterfront Manager

At Girl Scouts of Northern Illinois, we have a passionate and highly capable staff who believe in the mission of Girl Scouts—to build girls of courage, confidence, and character, who make the world a better place. Join us in a professional role to help girls make a meaningful impact on their communities and leave a lasting legacy in the heart of every girl you reach. Girl Scouts of Northern Illinois has an amazing opportunity for you to spend your summer at our resident camps making lifelong friends and memories while mentoring Girl Scouts. Lead through hiking, archery, canoeing, rock climbing, swimming, horseback riding, and more!

Locations: Camp Dean, Big Rock, IL
Camp McCormick, Stillman Valley, IL

Job Duration: Summer – June 5 – August 2, 2022

Salary: \$500 Weekly

Application Deadline: Open until filled. This position has the option to live on-site.

The Waterfront Manager is responsible for the overall coordination and implementation of waterfront activities including swimming, canoeing and/or kayaking as well as maintenance of pool/boat house and supervision of lifeguards.

Responsibilities:

- Must attend camp daily for 8+ hours each day.
- Supervises lifeguards; assigns and schedules in-services, trainings, skill evaluations, and programs for units/campers.
- Creates and implements waterfront activity schedule, safety guidelines, and programs including swimming, canoeing, or kayaking.
- Conducts inventory, orders new equipment, and maintains existing waterfront equipment to include first aid kits, lifejackets, and more.
- Maintains and reviews records and evaluations for all waterfront programs, operations, and facilities.
- Communicates and trains staff in safety regulations and emergency procedures.
- Observes staff and camper behaviors to ensure they are in line with the Girl Scout values and safety guidelines.
- Develops sound relationship with staff and campers.
- Attends weekly staff meetings on time and in uniform.
- Assist in unit housekeeping, sanitation, care of supplies and equipment.
- Assist in supervision of campers to cover for other camp staffs' breaks.
- Maintains cleanliness and sanitation of pool, shower house, and boat house.
- Other duties as assigned.

Required Skills and Experience:

- 1+ season of pool management and activity planning, with supervisory experience.
- 2+ years lifeguarding experience in waterfront activities; public pool, beach, etc.
- Experience with Lifeguard, CPR, and First Aid certifications. Current certifications preferred.
- Must be strong swimmer and be comfortable with pool and pond water.
- Physical ability to respond appropriately to situations requiring first aid.
- Ability to maneuver across camp without assistance and lift up to 50 pounds.
- Excellent communication skills.
- Must be 21+ years old.

How to Apply for More Information

To complete an application or to view other positions, please visit www.girlscoutsni.org/summerstaff. For additional information or questions, please email GSNI Outdoor Program Manager, Angela Musial, at customercare@girlscoutsni.org titled: **GSNI Camp Staff: Job Title**.

About GSNI: Girl Scouts of Northern Illinois is an inclusive organization that welcomes girls and adults regardless of race, ethnicity, religious beliefs or socioeconomic status. Girl Scout membership is open to all girls who accept the Girl Scout Promise and Law. Equal Opportunity Employer.





Freeport • Lake Zurich • Oswego • Rockford • South Elgin Camp Waterfront Manager Roles and Responsibilities

Camp Waterfront Manager must be present daily at camp property when majority of aquatic activities are held. Waterfront Manager should also be present for camper check-in and check-out, all camp events, campfires, mealtimes, etc.

Supervises, mentors and evaluates:

- Lifeguards
- Camp Counselors in aquatic settings

Responsibilities:

- Responsible for developing aquatic related programs for camp staff. This includes planning and staffing daily unit aquatic activities with camp counselors and large aquatic activities with camp program team.
- Overseas aquatic operations to include staffing, safety, scheduling, programming, and maintenance.
- Works with Outdoor Program Manager on selecting potential lifeguards and watercraft personnel, sharing training expectations, and attends trainings.
- Participate in Girl Scout's Small Watercraft training and keep trained personnel to training standards.
- Supervise and test lifeguards and watercraft personnel regularly on standard safety. Lead weekly guard tests and drills for lifeguards and camp staff.
- Supervises, mentors, and evaluates all lifeguards, watercraft personnel, and camp counselors while around aquatic settings.
- Ensures all pool and pond safety rules and mandates are set by campers, staff, and lifeguards at all times.
- Ensures all safety regulations are followed and held to the highest standards
 - Ensures risk and crisis management plan and emergency procedures are in place and staff is trained and proficient in respective procedures and policies
 - Responds to all emergencies and crisis situations as needed
 - Ensures ACA standards, Girl Scouts of the USA Standards, and Illinois Health Department standards are well documented and followed
- Assist camp rangers in daily maintenance of pool, pond, and aquatic settings. This includes vacuuming pool and maintaining cleanliness and sanitation of shower house.
- Work with Camp Director and Lifeguards to train and implement camp swim test and canoe tip test for campers. Ensure all lifeguards follow test and administer each week.
- Develops sound relationships with parents and campers. Is present during camp check-in and check-out to speak to parents.
- Establishes great rapport with campers. Quells concerns and fears campers may have around aquatic settings.
- Maintain inventory and quality of aquatic program equipment including swim camps/wrist bands, pool toys, PFDs, creek stomping toys, paddles, etc.
- Other duties as assigned. This may include but are not limited to: assisting all camp in opening and closing cleanup, assisting program and administrative staff in preparing for large activities, aiding kitchen during meal cleanup, stepping into roles outside of norm in emergency situations, joining another camp unit after your campers go home, relieving other counselors for personal breaks, facilitating activities for groups and rentals before, during, or post camp season, assisting in caring for camp goats, aiding in camp chores.

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