

Waterfront Coordinator

Job Description

REPORTS TO: Summer Program Director

WORK TIME:

- Two weekends of Pre-Camp Training (May 28, June 23-25)
- Nine weeks of Program Preparation & Delivery (June 26-September 1)
- One week unpaid vacation in July

GENERAL DESCRIPTION:

The Waterfront Coordinator is responsible for the implementation of the Waterfront Program, including all program content, small & large-scale activities, program participants & all equipment, supplies & services necessary for the operation of these programs. This position calls for adaptability & an interest in supporting the Senior Staff in incorporating more of the Scouting Principles and Canadian Path into the Summer Camp Program.

DUTIES & RESPONSIBILITIES:

1. The coordination & implementation of the Waterfront Program for all a variety of age ranges with a focus on skill development.
2. Responsible for maintenance of the Waterfront Centre, supplies & resources.
3. Participation & assistance in Camp activities as assigned.
4. Integrate Scouts Canada's Badge Program requirements in weekly instruction where possible.
5. Submission of any supply request forms to the Summer Program Director.
6. Provide reports to the Summer Program Director at weekly Senior Staff meetings.
7. Assist in the set-up & take down of Camp & weekly turnover to weekend user groups.
8. Other related duties as required.

QUALIFICATIONS:

1. Minimum age of 18 years of age, 21 years of age preferred.
2. Current (NLS) National Lifeguard Service Certificate.
3. ORCA Flatwater 2 or equivalent experience an asset.
4. Experience in lifeguard or swimming instructor positions (minimum 2 years preferred).
5. Current Standard First Aid/CPR (Level C).
6. Embodies personal beliefs in keeping with the Mission, Principles & Practices of Scouts Canada.
7. Demonstrated appropriate attitude, skills & knowledge for the position.
8. Proven leadership, customer service & conflict resolution skills.
9. Strong communication & human relations skills.
10. Completes Scouts Canada screening process including a clear Police Records Check, with Vulnerable Sector Screening.
11. Is prepared to complete all necessary training, including additional Pre-Camp Training if deemed necessary.
12. Willing to work non-traditional hours.

If you think you will make a great addition to the team, please complete our [Online Application](#) by January 8, 2017. Scouts Canada, thanks you for taking the time to consider this position. Please understand that only individuals chosen for an interview will be contacted.

For more information about Scouts Canada visit our website at www.scouts.ca. For more information about Camp Samac Summer Program, go to <http://wpc.scouts.ca/ca/camp-samac-summer-programs>.

