**Job Description**

**TITLE: SWIM INSTRUCTOR (LIFEGUARD)**

**POSITION SUMMARY:** The Agassiz Village Swim Instructor (Lifeguard) is responsible for teaching swimming skills during the Waterfront activity periods and lifeguarding during free swim periods. They are accountable for the daily needs of the program and assist the Waterfront Director to ensure that the Camp’s waterfront program and protocols are followed in compliance with the regulations for Department of Health and American Camp Association standards. The Swim Instructor (Lifeguard) is charged with ensuring the camp experience of all those that attend is safe, fulfilling and enjoyable. When not actively working at the Waterfront, shall act in the capacity of a Cabin Counselor with an assigned cabin group.

The Swim Instructor works closely with the Waterfront Director and Camp Director to ensure a service vision for Agassiz Village Summer Camp Program.

**QUALIFICATIONS:**

* 18 years of age or older;
* In good physical condition;
* Ability to accept guidance and supervision;
* Ability to teach skills and explain instructions to other staff members and campers of all ages, and provide guidance in specific activity areas;
* Specialized training in (or knowledge of) the specific activity area;
* Be able to control campers without physical contact or force;
* Possess an understanding of the at-risk youth population helpful;
* Excellent verbal communications skills;
* Must commit to the entire summer season;
* Possess a strong interest in motivating children and youth to effective action;
* Must have the ability to work as a team member;
* Must demonstrate patience, compassion, fairness, great listening skills, leadership, the ability to relate to children, integrity, honesty and knowledge that promote the culture, values and mission of Agassiz Village.

**DUTIES and RESPONSIBILITIES:**

The Swim Instructor (Lifeguard) shall:

1. work with the Waterfront Director and Camp Director before and during staff training to set up areas and programs for campers;
2. write lesson plans, if directed by waterfront director, with each program session creating an atmosphere of fun, energy, enthusiasm, safety, progression, and achievement;
3. teach and focus instruction to achieve camper development objectives and monitor proper use and maintenance of equipment;
4. conduct daily check of waterfront area and equipment for safety, cleanliness, and good repair in compliance with camp protocols and American Camp Association (ACA) standards;
5. complete daily camper logs thus keeping records on participant’s progress - help them progress from beginner to advanced levels;
6. follow the schedule, beginning and ending the activity on time;
7. act in the capacity of a Cabin Counselor when not instructing assisting counselors in their cabin, activities and mealtimes;
8. identify and communicate safety and emergency regulations to staff and campers and ensure that they are followed at all times;
9. assist the Program Director in coordinating evening activities and special events (e.g. talent show, dance, etc.);
10. rotate with other staff, monitoring village after lights out - “on duty”;
11. inventory program equipment/supplies pertinent to the specific program area and pack all materials and supplies, and clean/organize the area when season ends;
12. perform an end of the season program evaluation and make recommendations for equipment, supplies, and program for following season;
13. accept direction and feedback from supervisors and follow through appropriately;
14. act as a responsible member of the camp community both in and outside of the camp environment during periods of employment;
15. participate in staff and other meetings, such as in-service training and staff development and orientation activities;
16. perform all other duties as assigned.

**REPORTS TO:** Waterfront Director or designee.