

<b>Job Title:</b>	Lake Director	<b>Property:</b>	McNeil Scout Ranch at Peaceful Valley
<b>Camp/Department:</b>	Program	<b>Salary Level:</b>	Based upon current salary chart
<b>Location:</b>	22799 N. Elbert Rd Elbert, CO 80106	<b>Staff Supervisor?:</b>	Yes
<b>Reports to:</b>	Aquatics Director, Program Director	<b>Certifications Req:</b>	Yes
<b>Will Certify Applicant?:</b>	Yes	<b>Driving Required?</b>	No

**Job Summary**

Provide a safe and quality aquatic program to campers both in and out of the water. Supervise staff and campers around aquatic areas. Enforce safety and rules around aquatic areas to ensure safe use. Maintain aquatic equipment.

**Job Description**

**ROLE AND RESPONSIBILITIES**

- Train, supervise and evaluate direct report staff.
- Assist and direct activity instruction including merit badges and open boating based upon current BSA awards. Have knowledge in and be proficient with all awards and activities conducted in the assigned aquatic area.
- Maintain strict discipline and safety with campers and staff in the aquatic area.
- Manage the proper care, usage storage and maintenance of aquatic facilities and equipment to include water craft, safety equipment, teaching materials, tools, buildings and anything else related to aquatics.
- Maintain the cleanliness of the lake area, visitor restrooms and immediate surrounding area.
- Be familiar with and enforce camp and waterfront safety rules. Ensure rules are followed.
- Ensure proper ratios and procedure is followed with lifeguards.
- Assist the Aquatics Director in supervising lifeguards and performing time tests.
- Assist in lifeguarding in other aquatic areas on the ranch as needed.
- Ensure area paperwork is completed and submitted on time.
- Maintain logs to include maintenance, inspection, lifeguarding and other logs as needed.
- Participate in camp-wide activities.
- Assist in the set up and take down of all camp facilities. Assist with the cleaning of all camp areas including restrooms and showers.
- Assist with meal service including setup, serving and clean-up.
- Submit a “closing report” at the end of the season which includes inventories, daily duties and suggestions for improvement the following year.
- Other duties as assigned.

**CERTIFICATIONS & REQUIRED TRAINING**

- BSA Lifeguard Certification (Provided by the Council)
- American Red Cross Lifeguard Certification or equivalent (Provided by the Council)
- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- More training may be required as determined by Camp Management

### **REQUIRED FOR THE JOB**

- Must have a minimum of one year or season with experience in aquatic activities including lifeguarding.
- Must be able to read, speak and write the English language
- Must be able to work outdoors at an elevation of 7,000+ feet above sea level in varying weather conditions
- Must have the physical endurance to instruct boating activities and respond to emergencies and conduct rescue maneuvers.
- Must be 18 years of age or older
- Must have reliable transportation to and from the work site at assigned days and times in an area without public transportation or ride-share service.
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America

### **DIRECTLY SUPERVISES**

- Lake Counselors

### **ADDITIONAL NOTES**

- None