



The Bangor Y

127 Hammond Street and 17 Second Street, Bangor, ME 04401
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Camp Molly Lifeguard Job Description

Date Revised: March 1, 2009
Department: Camp Molly Molasses
Reports To: Camp Molly Molasses Director and Assistant Director

Job Summary

- ✓ To implement a program that provides a fun, safe, developmentally appropriate, healthful and nurturing child-centered environment.
- ✓ Provide swim skill instruction as required by the American Red Cross in a safe and enjoyable environment.

Education

- ✓ Training and experience in childhood education and recreation or related field as required by state licensing.

Experience

- ✓ Enjoy working with children.
- ✓ Emotional maturity, good moral character and integrity.
- ✓ Adaptability in outdoor, unstructured situations.

Special Training, Skills and/or Certifications

- ✓ The ability to be a team player is essential.
- ✓ Current Lifeguarding certificate required.
- ✓ Current CPR and First Aid certificate required.

Responsibilities

- ✓ Adhere to the code of conduct and all other policies implemented by the Bangor Y
- ✓ Work closely with the Camp Director, Assistant Director, Counselors, Junior Counselors, Program Directors, parents and volunteers to develop a program that provides for each child's social, emotional, cognitive, and physical development.
- ✓ Promote and articulate the mission, goals, and philosophy of the Bangor Y and the program.
- ✓ Assist in the direction of all waterfront activities.

- ✓ Provide a strict water safe program. Enforce all rules and regulations.
- ✓ Attend staff meetings as required.
- ✓ Attend and participate in camp sleepovers as required.
- ✓ Attend training workshops as required.
- ✓ Meet with the Waterfront Director/Camp Director periodically to discuss plans, problems, and appraisal of his/her work.
- ✓ Assist in maintaining the overall order, neatness and cleanliness of the camp program.
- ✓ Provide supervision of children, both indoors and out-of-doors, that meets proper child/staff ratios and provides for a safe and healthful environment.
- ✓ Notify the Camp Director of child or staff illness
- ✓ Notify the Camp Director of any injury to a child or staff member. An accident report will be filled out within two hours of occurrence of injury. Obtain parental/guardian signature that day. This will be submitted to the Camp Director.
- ✓ Report to the Camp Director any person exhibiting atypical behavior in the vicinity of the program. The staff will remove the children from the area.
- ✓ Release children only to authorized individuals.
- ✓ Notify the Camp Director of any suspicions of abuse/neglect of a child.
- ✓ Maintain the confidentiality of children and their families enrolled in the camp program.
- ✓ Maintain a warm and friendly disposition with all children, parents and staff.
- ✓ Help in planning of and participate in all special camp-wide activities.
- ✓ Have working knowledge of the ARC swimming program.
- ✓ Assist in testing the swimming ability of camp staff and orientation to waterfront procedures during staff training.
- ✓ Responsible for utilizing Counselors and Junior Counselors in the swimming program during daily swimming lessons and free swim.
- ✓ May be assigned to a unit to assist and supervise as needed.
- ✓ Provide swim skill instruction as required by the ARC in a safe and enjoyable environment.
- ✓ The ability to implement and carry out an emergency action plan.
- ✓ Responsible for maintenance and inventory of all waterfront equipment.
- ✓ Have alternate program for rainy days.
- ✓ Organize and run special waterfront activities.
- ✓ Take initiative and provide activities for children while idle.
- ✓ Perform all other duties as assigned.

By signing below, I agree to accept the position as it is described in this job description.

Camp Molly Lifeguard

Date

Camp Molly Director

Date