

# MN KIDS CAMP JOB DESCRIPTION – WATERFRONT COORDINATOR

## OBJECTIVE

Facilitate swim testing and provide leadership for all waterfront activities

## REPORT TO

Rec Director

## RESPONSIBILITIES

### Pre-camp

1. Pray for all campers, volunteers, and camp speakers.
2. Read and understand the Camp Volunteer Manual.

### Camp

- Arrive the night before camp to assist with set up and begin communication channels with necessary camp staff.
1. Connect with Rec Director and assistant coordinator
    - Main role is to be a liaison between LGCC staff and camp leadership.
  2. Connect with pontoon driver.
    - Make sure pontoon driver knows that if the camp lifeguards shut down the waterfront [due to weather, for example], the pontoon rides will also stop.
  3. Facilitate swim testing [ideal for three people]
    - Coordinate with camp lifeguards. They will assess whether a student passes his or her swim test; you will help with some of the administrative processes – passing out wristbands and recording students' names for future use. Come prepared with materials to record names of kids who pass swim test.
    - Offer to assist with putting wristbands on to make line go faster.
  3. On Days 2 & 3, coordinate a minimum of two people to assist at waterfront [possibly rec team members]
    - Help with life jackets
    - Coordinate pontoon rides and paddle boat rides
    - Answer questions, supervise, provide additional swim tests as necessary and clearly communicate when swim tests are available especially after Day 1.