



# **WATERFRONT DIRECTOR**

## **SEASONAL JOB DESCRIPTION**

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### **Contract Details**

**Reports To:** Activity Director

**Period:** July & August

**Honorarium:** \$315 per week if serving 4+ weeks (plus room & board)

### **Mission**

Camp Mini-Yo-We is a Christian summer camp and year-round retreat centre located on beautiful Mary Lake in Muskoka, Ontario. Our mission is to develop tomorrow's leaders through life-changing adventures in God's creation.

### **Position Description**

The Waterfront Director has one of the greatest levels of responsibility at Camp. The safety of staff and campers when using our three waterfront areas is the direct responsibility of the Waterfront Director. The primary function of this role is to provide a high level of safety at all waterfronts through the training and supervision of our three Waterfront Heads as well as organizing and scheduling Water Activity Leaders. The Waterfront Director will serve as a mentor, leader and supervisor for these teams, developing their leadership and lifeguarding skills while also walking alongside them in their faith development. The Waterfront Director sets the tone and determines the culture of these teams. The goal is to provide a Christ-centred, safe and fun atmosphere for campers and staff. They will have a more active and engaged presence at Girls Camp, as it is our largest waterfront.

This position requires the individual to be 18 years of age, hold a current NLS certificate, and have a minimum of 250 hours of lifeguarding and/or instructing experience. Having a pleasure craft operating license is an asset.

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## Key Responsibilities

- **Model Godly Character** – Practise regular prayer and encouragement, resolving conflicts in a loving way and ensuring the safety and well-being of campers at all times.
- **Lead Waterfront Head & Water Activity Teams** – Provide support through daily supervision and weekly 1-on-1. Lead daily team meetings, including a time of prayer. Schedule Water Activity Leaders in coordination with the Activity Director.
- **Organize Waterfront Supervision** – Train and direct the Waterfront Heads to ensure all scheduled waterfront activities are appropriately supervised by qualified lifeguards and a coach boat. Be present and actively engaged during free swim time at each site.
- **Oversee Lifeguards** – Train the lifeguarding team in proper protocols. Develop a system of supervision and scheduling to be employed by the Waterfront Heads.
- **Missing Person Alarm** – Train Waterfront Heads in the various responsibilities, roles and search routes. Direct them in facilitating weekly training meetings with their teams. Be present at whichever site the alarm is initiated, remaining in full communication with the Waterfront Heads at all times. Be responsible for all debriefings.
- **Facilitate Swim Tests & Times** – Facilitate opening day swim tests, in cooperation with the waterfront team, maintaining an active presence where needed most.
- **Maintain Waterfront Area** – Establish a system and routine for regularly cleaning and maintaining all waterfront areas and equipment. Conduct weekly inspections at all waterfronts, including the docks, reporting maintenance needs to the Operations Blue Book. Prepare waterfronts and equipment, review, update and communicate written materials, including policies and procedures.

## Personal Qualifications

- **Be a Christian** – Demonstrate a mature Godly character, with a desire and ability to care for children with kindness and respect.
- **Be Servant-Hearted** – Have a servant attitude, being flexible and willing to pitch in and assist as part of the team.
- **Be a Good Communicator** – Demonstrate strong communication skills with parents and guardians, suppliers, children, staff and other guests.
- **Be Enthusiastic & Approachable** – Present an upbeat and pleasant personality with a helpful attitude towards all.
- **Be a Problem Solver** – Remain calm under pressure and deal with challenging situations wisely and selflessly.
- **Be a Good Listener** – Create a safe space and be attentive to the needs of others.
- **Be Willing to Grow** – Be a teachable person of integrity.

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## Your Support

- **Your Supervisor** – The Activity Director will support and mentor you during your time at Camp with 1-on-1's, encouragement, development and prayer.
- **Your Spiritual Health** – All staff at Mini-Yo-We are given time each day to spend with Jesus and their Bible. You will also have daily time to connect with other staff, read and discuss the Bible and pray together.
- **Your Mental Health** – Each week, we welcome Jordan Mason, our counsellor friend, to Camp. He is available for free 30-minute 1-on-1 appointments with staff members who would like extra support.

## Conditions of Work & Benefits

- You will be provided with accommodation that is shared with other staff on property as well as all your meals while employed.
- If serving for 4+ weeks, you will receive a weekly honorarium.
- Working at Camp is physically demanding, with long stretches on the go without a rest. You will have daily time off as well as 1 day off each week.
- You will agree to understand Camp Mini-Yo-We's [Statement of Shared Beliefs](#) and [Guidelines for Community Living](#) and uphold them while serving on our team.

## Next Steps!

If you have any questions about this position, please contact Anna Temple, our Team Development Coordinator, by email at [anna@miniyowe.com](mailto:anna@miniyowe.com) or by phone at 705-571-3603.

Express interest or apply online at [www.campmyw.com/staff](http://www.campmyw.com/staff).

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