

CAMP TANNER JOB DESCRIPTION

Head Lifeguard

The following are duties of the **HEAD LIFEGUARD** at Camp Tanner and are in addition to requirements of all staff as listed in the offer and contract. All staff are also required to read and abide by the Camp Tanner Staff Manual and any additions which are made to it.

Responsibilities before Camp:

- a) Works to plan five unique swimming sessions (tailored to age and swimming capabilities) for morning programming each week.
- b) Organizes full camp water activity day (Regatta) at the request of the Directors. *(COVID-19 dependent)*
- c) Works with senior staff group to plan weekly costumes and all camp activities: vespers and morning watch, campfire and evening game.
- d) Contributes to planning of non-pool activities and takes leadership on some of them.
- e) Reads and understands Lifeguard Manual.
- f) Obtains and submits a current National Lifeguard Service Certificate.
- g) Attempts to obtain and submit additional certifications in swimming instruction from the Red Cross, Life Saving Society, YMCA or other recognized organization.
- h) Attends pre-camp set up (if available) to open the pool.

Responsibilities During Camp:

- a) Is responsible to the Camp Directors and Camp Tanner Inc. Board.
- b) Leads planned swimming and senior staff lead activities, modifying as necessary.
- c) Makes an effort to know individual campers; Monitors and works to improve swimming capabilities and pool enjoyment of staff and campers (and especially weak swimmers) throughout the week through coaching during pool sessions and free swims.
- d) Instructs staff and campers in pool emergency procedures.
- e) Uses camp staff (counsellors, counsellors in training and senior staff) as support during pool sessions and is an active support to other staff when they are leading activities (including but not limited to crafts, Christian education, games etc); also relieves staff as needed.
- f) Completes weekly pool maintenance (vacuuming, cleaning etc.) and chlorination in co-operation with the Kinsmen Club of Stratford; immediately alerts the Director and the Kinsmen Club of any issues.
- g) Is responsible for and carries keys to the pool; ensures that the pool is always locked when qualified Lifeguards are not on duty.
- h) Maintains accurate records as required for the Oxford County Board of Health. i) Closes the pool properly at the conclusion of each week and the end of the summer and completes pool inventory.
- j) Makes necessary revisions to the Lifeguard Manual.

Those who are offered employment must provide proof of COVID19 vaccination. Those with valid medical exemptions or other exemptions as defined by the Ontario Human Rights Commission will be eligible to provide a negative Rapid Antigen Test prior to each week of employment.