



JOB TITLE: Aquatics Staff

DEFINITION

Under general direction of the Forebay Aquatic Center Rentals Manager and Camp Director to plan, direct, and supervise children of various ages while implementing of Aquatic Center activities. Work with rental programs and general public. Provide customer service to clients.

DISTINGUISHING CHARACTERISTICS

This position has the responsibility to effectively supervise small groups of children enrolled in youth programs. Be professional with communications and service with the general public. Demonstrate a solid work ethic and enthusiastic attitude. This job is challenging during the summer heat. Know how to stay hydrated and protected from the elements.

EXAMPLES OF DUTIES

- Teach boating safety skills to several children at a time.
- Plan and organize aquatic and land based activities
- Provide basic instruction in the areas of Kayaking, Canoeing, and Stand Up Paddle Boards
- Provide supervision of groups of children of various ages.
- Identify with and meet the needs of campers 7-12 years of age.
- Ensure that all camp supplies, equipment, and materials are properly stocked and in good working condition.
- Communicate with parents: provide updates on the child's status in the camp.
- Cleaning and maintenance of camp area, docks and equipment.
- Participate in weekly meetings with management and other staff.
- Assist in the marketing of FAC programs.
- Cleaning of FAC equipment, boats, canoes, paddle boards, life jackets etc.
- Supervising, modeling, and implementing safe boating practices

REPORTS TO

Forebay Aquatic Center Rentals Manager or Camp Director

TYPICAL WORKING CONDITIONS

Work is performed in a warehouse and outdoor environment; exposure to wide variations in temperature and weather conditions; continuous contact with staff community, and public. Must wear shoes or water sandals with straps. Company shirt provided. Shorts

and bathing suits are recommended but professional, family-friendly appearance is essential.

PHYSICAL REQUIREMENTS

Stand and walk for extended periods; manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; extensive physical exercise and exertion during outdoor activities requiring cardiovascular strength; must be able to lift 50 lbs; operation of motor vehicles; ability to physically keep up with groups of youth for various activities throughout the day.

EMPLOYMENT STANDARDS

Knowledge of:

- General principles related to the supervision of youth.
- Principles, practices, and procedures of various recreational activities and programs related to aquatic centers and outdoor education.
- The use and operation of computers and software.

Ability to:

- Develop and maintain effective working relationships with the community, general public, co-workers, staff and those contacted during the course of work.
- Work with a diverse population of families, youth groups and customers.
- Participate in weekly staff meetings with Aquatic Center Manager.
- Effectively counsel youth that may have special needs.
- Work 10 a.m.-7 p.m. Thursdays-Sundays; maximum hours 32/week in Rentals, Hours are 8 a.m.-12:30 in Aquatic Camp; maximum hours 25/week.
- Additional hours available in special events up to 40 hours/week.

Experience:

- At least 2 years experience working with youth is preferred.
- Experience with watercraft and aquatic environments recommended.

Education:

- High school diploma recommended.
- In process of college degree or possession of a degree recommended

Special Requirements:

- Must be at least 16 years old.
- Must be willing to work weekends and holidays; weekends off may be requested 3 weeks in advance.
- Must be certified or able to become certified in CPR, First Aid, and Lifeguard Training.
- Lifeguard Certification highly recommended.
- Always wear a PFD (Life Jacket).
- Attend paid staff trainings May 20-21, 2017.

Compensation:

- Starting pay is \$10.00/hour, reviewed after one month; higher rate when lifeguarding.
- Cost of lifeguard certification reimbursed if continuously employed through Labor Day.

Application and Selection Process:

Deadline to apply is 5:00 p.m., April 1, 2017. Please submit a resume and brief letter describing your desire to work at the Forebay Aquatic Center.

Email to: forebayaquatics@gmail.com