



Camp Fire Central Puget Sound *Job Description*

Waterfront Specialist

Position Summary

Waterfront specialists lead waterfront activities including canoeing, rowing, kayaking, fishing, swimming, paddleboarding, windsurfing, and sailing on an open saltwater beach.

Position Details

<i>Job Title</i>	Waterfront Specialist
<i>Department</i>	Camping
<i>Location</i>	Camp Sealth
<i>Reports To</i>	Waterfront Coordinator
<i>FLSA Status</i>	Exempt
<i>Full/Part Time</i>	Full Time
<i>Regular/ Temporary</i>	Temporary
<i>Housing</i>	Shared on-site housing
<i>Salary</i>	\$410-\$420 per week

Organization Overview

Camp Fire Central Puget Sound offers a variety of co-ed enrichment opportunities that empower youth, staff, and volunteers to discover their sparks, gain confidence, build essential life skills, value the natural world, and be active contributors in their communities. We strive to create an environment where each youth and staff member has a sense of belonging, opportunities to share passions, and a place to thrive.

Camp Sealth is a summer camp, outdoor education center, and retreat facility serving around 7,000 people year-round. Summer camp is comprised of eight weeks of overnight camp and six weeks of day camp, serving over 2,000 youth each summer. During the school year, Camp Sealth hosts outdoor education and retreats for school and non-profit groups between September and May; groups and schools may range in size from 10 to 300.

Commitment to Diversity, Equity & Inclusion

Camp Fire strives to continuously provide diverse, inclusive, and equitable environments throughout our organizations and programs. We recognize that both access to and success in our programs requires intentional work, to cultivate respect, eliminate systemic barriers, and address injustice head-on. We at Camp Fire believe that words must be followed by progress, action, and accountability. We recognize that our efforts will be ongoing and evolving as we continue to grow, learn, collaborate, and press for an equitable future.

Site Overview

Camp Sealth sits on a 400 acre property that includes over a mile of saltwater beach on Puget Sound, plus evergreen forests, wetlands, and wildlife. It is a rustic camp that has been serving campers for over 100 years.

Camp cabins are basic but comfortable. All are fully enclosed with electricity; some have windows and heat for year-round use and others are unheated with screen windows. Beds are either bunk or stand-alone wood frames with foam mattresses. In most units (areas of housing – divided by age range), bathrooms are in a central shower house, a short walk from the cabin.

Essential Job Responsibilities

- Plans and implements engaging and age-appropriate waterfront lessons for campers, including:
 - Teaching and enforcing all waterfront safety measures,
 - Assessing camper's and staff's waterfront skill levels,
 - Teaching swimming and boating skills,
 - Actively guarding campers and staff in the water.
- Keeps waterfront equipment in working order, including daily equipment checks
- Assists with pre-camp waterfront training for all staff
- Participates in lifeguarding skill checks
- Guides teen leaders in learning experiences related to leading waterfront activities at camp
- Responsible for keeping the waterfront clean and free of hazards

Secondary Job Responsibilities

- Assists where assigned on camper check-in and check-out days
- Has knowledge of and adheres to Camp Sealth policies and procedures
- Adheres to emergency, health and other plans adopted by the camp, assuring first and foremost each camper's and staff member's safety
- Performs other duties as assigned

Qualifications and Skills

Camp Fire recognizes the value of skills and knowledge gained outside of formal higher education and paid employment. We believe that a diversity of professional and life experiences can lead to a well-rounded team.

Applicants who do not meet all of the qualifications listed below but present other relevant qualifications or experience will be considered.

We strongly encourage anyone who feels passionate about this work, has a strong desire to grow their skills, and believes they have what it takes to thrive in this role to apply. Applicants of non-dominant cultures are welcome and encouraged to apply.

Desired Qualifications

- Current lifeguard certification or willingness to obtain one
- Current Washington State Boater Education card or willingness to obtain one
- Proficiency and experience in waterfront programs
- Experience working with kids
- Knowledge and understanding of youth development
- Current First Aid and CPR certification
- Minimum age 18 years old
- Ability to communicate in English, orally and written

Skills

- Ability to respond appropriately to emergencies
- Ability to enforce safety guidelines
- Ability to prioritize the needs of campers
- Teaching Skills
- Ability to contribute to positive and healthy community living environment
- Ability to promote and model self-care with peers and other staff

Training Provided

- Supporting campers with social-emotional, behavioral and physical needs
- Needs-based behavior management
- Restorative justice-centered group management
- Relationship building through open communication
- Self-care in the camp environment

Physical Requirements

- Ability to lift and carry 50 pounds for 200 yards over hiking trails
- Ability to perform job responsibilities during daylight and nighttime hours
- Repetitive motions of hands/wrists
- Eye-hand coordination and manual dexterity to manipulate equipment
- Walking long distances
- Standing
- Climbing stairs
- Hiking on uneven terrain and up/down hills
- Visual and auditory ability to identify and respond to environmental and other hazards

Date Updated: December 2024