

# HEAD LIFEGUARD

NLS and minimum 16 years  
JOB DESCRIPTION

**Responsible to:** Program Director (indirectly Waterfront Director)

## **General Responsibilities:**

- Supervise and organize the swimming area and activities including the Jungle swing.
- Assist in training staff in various aspects of waterfront safety and emergency procedures.
- Ensure overall safety at all times.
- Personally prepare yourself emotionally, mentally, physically, spiritually and socially.

## **Specific Responsibilities:**

### ***Pre-camp:***

- Read the materials and complete all required projects received from the Camp Director.
- Provide the Director with 'need to know' information regarding personal choices or struggles that may affect your level of care/competence - especially with regard to time spent with or around campers.

### ***Camp Training***

- Take part in Leadership Training Camp, when possible, getting to know the staff.
- Participate as a team player, showing respect and care to other members.
- Become fully acquainted with camp procedure in handling the waterfront area.
- Become fully acquainted with facilities, grounds and emergency procedures.
- Prepare in-services with [other guards](#) and do on-site training to orient them to the lake.
- Assist in teaching other staff how help with deep water rescues and other emergency situations.

### ***During Camp***

- Take and record a safety check of the whole swim area prior to each swim.
- Check and set out safety equipment prior to each swim.
- Report needs for maintenance immediately.
- Ensure all swim staff are present and ready before opening area.
- Supervise and guard during swim times.
- Give direction to other waterfront staff in swim supervision duties.
- Take control of emergency situations, with overall safety of all campers and staff in mind, and defer to higher-level First Aid Attendants as required.
- In conjunction with the Waterfront and Program Directors, conduct an emergency drill at least once a week.
- Attend staff meetings and learn medical needs of campers and staff.
- Make sure beach area is clean and lost and found items collected.
- Be punctual and flexible.