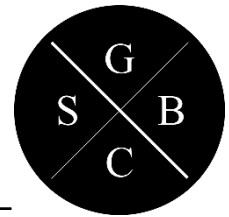


# GOOD SPIRIT BIBLE CAMP

Staff Positions



**Position:** Lifeguard/First Aid Personnel & Assistant Program Director

**Goal:** To supervise all lake front activities, provide quality first aid and emergency care to the campers and staff, and be a constant presence during camp activities to contribute knowledge and professionalism in medically related incidences. To also assist the Program Director with the operation of camp programming.

**Remuneration:** \$530 per week for new staff, \$560 for returning staff. Bursaries are available for postsecondary students.

**Requirements:**

- Minimum 18 years of age
- Hold a current National Lifeguard Service Certificate
- Hold an Aquatic Emergency Care certificate and First Aid/CPR level C
- Fill out and submit the Camp Staff Application with references and a Criminal Record Check.

**Responsibilities:**

Lifeguard

1. Be on time for the pre-camp staff meeting.
2. Assist the Program Director in planning waterfront activities.
3. Supervise the camper's beach time and waterfront activities during beach day.
4. Participate in canoeing to provide supervision.
5. Attend all scheduled activities.
6. Ensure that waterfront equipment is safe and in good working order.
7. Assist the Program Director in all their duties when not planning for or working at the waterfront.
8. Spend time with the campers and build relationships with them.
9. Be prepared to help in other areas of the camp as needed.

First Aid

1. Be on hand for all activities to watch for safety concerns and to treat any injuries.
2. Collect all medication and pertinent medical information from campers and staff.
3. Communicate with Office Admin. regarding camper and staff information.
4. Be at the camp at least an hour before registration to prepare for camper arrival.
5. Sit at nursing table during registration and make sure that all camper medical information is complete.
6. Get permission from parents to administer stocked medications if the need arises.
7. Discuss with the Head Cook any allergies or special diets (lactose intolerant, diabetic, gluten, etc.).

8. Keep accurate records of all accidents and incidents using the appropriate forms.
9. Administer any medications at their scheduled times and complete appropriate paperwork.
10. Keep the first aid cabin neat and organized and keep an inventory of medications and supplies.
11. Be in first aid cabin during the in-office times as scheduled.
12. Fill out evaluations at weeks end.
13. Perform regular lice checks on campers for itching and scratching at scalp.
14. Remind campers and staff of daily safety steps such as drinking water, washing up before meals, applying insect repellent and sunscreen, taking breaks in the shade, etc.
15. Do daily cabin checks during morning chapel time. Award points based on the standards sheet.
16. Visit cabins before lights out to check for concerns.
17. Be prepared to help in other areas of the camp as needed.

**Working Relationships:**

1. Work with and report to the Camp Director and Program Director.
2. Work with the Directors to address any safety concerns with the program.
3. While on duty at beach time and during any activities in the lake, the Lifeguard is the point person and has authority over other staff members for the safety of all campers and staff.