

**Camp Address**  
2411 Westside Place,  
Kelowna, BC, V1Z 3T5



**Office Address**  
201 - 380 Leathead Road,  
Kelowna, BC, V1X 2H8

### **Job Description – Waterfront Leader**

The waterfront leader is responsible for planning and leading waterfront sessions as well as supporting the program coordinator with other activities as required.

**RESPONSIBLE TO:** Program Coordinator and Camp Director

#### **QUALIFICATIONS:**

- Commitment to the Christian aims and purposes of the Camp.
- Strong leadership and organizational abilities.
- Experience working with children and ability to relate to and interact well with children.
- Belief in the individual worth of the camper
- Strong communication and conflict resolution skills with ability to work collaboratively with others.
- Emotionally mature and willing to accept responsibility
- Must be at least 18 years of age
- Current National Lifeguard Service Award (NLS)
- Knowledge of water sports and safety, including canoeing, kayaking and water activities.

#### **ESSENTIAL FUNCTIONS:**

- Work and participate as a team member with other staff in all aspects of camp life.
- Visually observe behavior of campers in your care, and report any concerns to the Director.
- Visually identify hazards in your program area, and respond appropriately.
- Be able to work and communicate well with a variety of age groups.
- Actively participate in every aspect of camp life when duties allow and work with other staff as a team member in planning events and evening programs.
- Have a high standard for the care of your personal possessions and be tidy in your personal living space and those of others.
- Assist camp director in maintaining high standards of safety and health within your program area in accordance with the BCCA accreditation standards.
- Assist with minor maintenance and cleaning duties and projects under the supervision of the Property Manager
- Work with the staff team to clean and organize the camp every Friday from 3 to 5pm during the camping season.
- Available to sleep in a cabin to supervise campers overnight in accordance with our accreditation standards.

Email – [oac.director@gmail.com](mailto:oac.director@gmail.com) Phone – 778 803 7719

[www.campoac.com](http://www.campoac.com)

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#### **SPECIFIC RESPONSIBILITIES:**

- Prepare the waterfront area and supplies required for waterfront sessions as determined by the program coordinator. Work will involve communicating with other program leaders to ensure variety in sessions.
- Create lesson plans for each waterfront session that is appropriate to the camper age incorporates materials in a cost effective way.
- Prepare and execute waterfront sessions that are engaging and well developed.
- Assist in emergency situations according to NLS and Accreditation standards.
- Work with the lifeguard as a team to ensure safety during all waterfront sessions and assist the camp with general first aid requirements.
- Plan alternative programming for program sessions in case of unforeseen circumstances.
- Notify program coordinator when purchasing may be required to replenish supplies and communicate regularly to ensure that the program doesn't go over budget.
- Ensure policies and rules for Camp Owaissi and the adventure area are understood and observed by campers, staff, and volunteers.
- Seek advice, guidance and assistance from the program coordinator in resolving issues.
- Provide evaluation report for Waterfront Leader position with recommended changes, by Aug. 31<sup>st</sup> of camp year, to [jobs@campaoc.com](mailto:jobs@campaoc.com)
- Be willing and receptive to integrating the week's religious themes into your program in consultation with the chaplain.
- Perform administrative and programming duties as directed by the program coordinator and camp director
- Assist in setting up camp for summer program, which includes, but is not limited to: First Aid Station, Craft Hut, Waterfront Area, and Kootenay Hall, update signage, etc.
- Assist in planning program for Spirit Day, Leadership Camp & Staff Training.
- Knowledge of and enthusiasm about sports and the Christian faith as well as the ability to teach and relate that knowledge to the camper

**Camp Owaissi provides equal employment opportunities to all workers including women, Indigenous persons, persons with disabilities, and members of visible minorities. We welcome applications from all and we look to build a team that is diverse and accepting of all.**

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