



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## McGaw YMCA In Evanston Camp Echo Job Description

**TITLE:** Aquatic Director  
**REPORTS TO:** Main Camp Director  
**SUPERVISES:** Swim Instructors and Lifeguards

### SPECIFIC DUTIES

- Serves as a member of the Main Camp Leadership Staff.
- Conducts ACA Lifeguard Verification during staff training.
- Instructs all staff who are swimmers in the LSD procedures for the various waterfront areas.
- Instructs all staff who work Campactivities in techniques for teaching swim lessons.
- Instructs all staff who work Fun Swim in proper lifeguard procedures.
- Enforces all policies applicable to the swimming area and ensures that Michigan and ACA standards are met.
- Organizes and cares for the swimming area and all aquatic equipment stored there.
- Coordinates the swim test for the campers and new staff on the first day of each session.
- Offers occasional early morning "polar bear" swims.
- Operates the swimming area during Campactivities and directly supervises the Swim Instructors.
- Operates the swimming area during Cabin Group time, and/or Saska (for non-cabin groups).
- Operates the swimming area during Fun Swim and directly supervises the Lifeguards.
- Organizes and supervises an across-the-lake swim each session:
  - Enlists staff swimmers and rowers.
  - Signs up the participants.
  - Notifies the across-the-lake neighbor prior to each swim.
  - Runs the event from start to finish.
- Supervises any special events that use the waterfront area (Olympics, Evening Programs, etc.).

### ADDITIONAL DUTIES

- Maintains the cleanliness of the living space and office space to which he or she is assigned.
- Reports maintenance needs to the Property Manager.
- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

### QUALIFICATIONS

- Age 21 or older, college graduate preferred
- Previous experience in a leadership role at Camp Echo or an equivalent camp
- Proven leadership ability with organizational skills and a talent for developing and leading a staff team
- Certified in CPR, First Aid, Lifeguard, Head Guard, Lakefront, and Red Cross or YMCA Swim Instruction
- Leadership ability and teamwork oriented
- Possess a variety of skills and camping experience
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals