



Girl Scout Council of the Southern Appalachians, Inc.  
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## Camp Tanasi *Job Description*

Job Title: **Waterfront Specialist: Boating/Canoeing/Kayaking**  
Classification: **Exempt**  
Reports to: *Waterfront Manager*

Girl Scouting builds girls of courage, confidence and character, who make the world a better place.

Girl Scout Council of the Southern Appalachians (the Council) is a new Girl Scout Council created as a result of the merger of the Girl Scouts of Tanasi Council, Girl Scout Council of Moccasin Bend and Girl Scouts of the Appalachian Council, Inc. The merger was effective October 1, 2009. The new Council is headquartered in Knoxville, Tennessee, and has satellite offices in Chattanooga, Tennessee and Johnson City, Tennessee. The Council serves approximately 16,000 girls and 5,000 adult volunteers. It has a staff of approximately 70 persons and a budget of approximately \$5 million. The Council serves 46 counties in East Tennessee, Northwest Georgia and Southwest Virginia.

### Position Purpose:

To further the mission of the camp through assisting in the planning of paddle boating, canoeing and kayaking activities at the camp's waterfront. Deliver boating activities that are safe, fun, and appropriate for rising 1<sup>st</sup>-10<sup>th</sup> graders. Assist in the management to the physical operation of the boating facilities and equipment.

### Essential Job Functions:

1. Deliver a fun boating program to campers
  - ♦ Write (with the help of waterfront manager) lesson plans that meet camp outcomes and the abilities of the campers.
  - ♦ Evaluate aquatics abilities of campers and staff.
  - ♦ Deliver creative boating program activities including: paddle boating, canoeing, and kayaking.
  - ♦ Evaluate the success of the boating programs and the development of the campers' abilities and skills in the watercrafts utilized.
2. Ensure that camp staff and campers know and follow safety and educational procedures in boating
  - ♦ Assist in the implementation of staff training for boating.
  - ♦ Train other staff in their boating responsibilities.
  - ♦ Ensure campers and staff follow safety procedures for boating.
3. Assist in the management and care of the physical facilities and equipment in the waterfront program area
  - ♦ Conduct a daily check of the area and equipment for safety, cleanliness, and good repair.
  - ♦ Clean waterfront area daily keeping it free of hazards and debris.

### Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events on or near the waterfront.
- ♦ Work Saturday, June 23 during the summer camp season to assist with a council-wide special event.

### Relationships:

Waterfront specialists often have direct relationships with the counseling staff and also serve as a counselor or unit leader with a camper group when not on duty at the waterfront. Please see the counselor or unit leader job description for more details.

Equipment Used:

Camp Tanasi has 7 miles of waterfront on Norris Lake. The floating dock is situated in a protected cove. Camp Tanasi owns paddleboats, canoes, sit-on-top kayaks, and solo kayaks. There is a possibility of water skiing being implemented during one of the week-long sessions. No swimming is permitted in the lake unless as part of a boat rescue lesson. The shore line gradually descends into the cove with a total depth of around 40 feet near the center.

Qualifications (Minimum qualifications and experience)

- ♦ At least 18 years of age.
- ♦ Current certification in lifeguard training or equivalent.
- ♦ Current instructional certification in specified craft or related experience in that craft.
- ♦ Current certification in first aid and CPR for the Professional Rescuer.
- ♦ Prior experience at a waterfront similar to the camp.

Knowledge Skills and Abilities:

- ♦ Training and experience in waterfront activities that are offered at the camp.
- ♦ Desire and ability to work with children outdoors in the water.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

*Some physical requirements of this position could be endurance including prolonged sitting, standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate waterfront equipment and waterfront activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat and varying water conditions.*

Drug Testing is required.