



**HIDDEN VALLEY 4-H CAMP**  
Cornell Cooperative Extension Schuyler County  
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**Cornell University**  
Cooperative Extension  
Schuyler County

### **JOB DESCRIPTION:**

Position Title: Aquatic Director

Supervisor: Camp Director

Date Prepared: January 2007

#### **I. Summary:**

The mission of Hidden Valley 4-H Camp is to provide youth with a fun, residential camp experience under the guidance of positive role models that emphasize community building, positive social interactions, environmental awareness and skill building. The Aquatic Director is responsible for the supervision of the pool and boating program.

#### **II. Duration**

The summer camp season includes 1 week of pre-camp and 6 weeks of residential camp that run from Sunday morning to Friday evening each week. Specific dates are July 8 – August 17, 2012. Additional weekend coverage may be needed throughout the summer

#### **III. Specific Responsibilities**

- Develop safety plans for the pool and lake
- Initiate a strict water safety program in keeping with ARC requirements
- Test and classify swimming abilities of camp staff and campers. Develop and utilize staff for pool and lake activities based on abilities.
- Supervise pool staff
- Perform routine maintenance of pool
- Maintain records of pool chemistry for Health Department
- Record and notify Health and Safety Director of any injury occurring at pool or waterfront
- Instruct campers in ARC learn to swim program
- Lifeguard during pool operation
- Organize, plan, and lead camp programs
- Other duties may be assigned as required

#### **V. Qualifications**

- 21 years of age or older
- Current Water Safety Instructor Certificate from the ARC
- Certifications: ARC Lifeguard ( Certified Pool Operator), CPR, First Aid
- Ability to supervise and organize youth and adults
- Good character
- Ability to plan and lead programs

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