



**Girl Scouts Western Pennsylvania**  
– Camp Staff Job Descriptions –  
**Lifeguard**

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**Reports To:** Outdoor Program Specialist

**Supervises:** N/A

**Employee Name (Print):** \_\_\_\_\_

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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## **Purpose**

To provide a safe and effective aquatic program by directly supervising campers and participants at the aquatic facilities, understands and responds to protocols and emergency procedures, and provides an exceptional camp experience to all.

## **Essential Functions**

### **Camper/Staff Support**

- Manage swim tests for each participant and maintain records in compliance with GSUSA safety standards
- Maintain strict confidentiality and professionalism when handling sensitive information regarding business affairs, program, campers, or staff members

### **Program**

- Maintains active surveillance of aquatic facilities and all swimmers
- Manages and maintains accurate records as required by GSUSA and local state health officials
- Manages and maintains records for daily and weekly inspections, equipment checks, and ensures appropriate equipment is available
- Manages daily set-up and clean up of aquatic facilities
- Manages and maintains inventory of aquatic facilities

### **Health and Safety**

- Comprehends and applies safety rules, policies, and general guidelines at the aquatic facilities
- Make appropriate decisions for the aquatic facilities based on current and future weather forecasts and patterns
- Manages and maintains records for daily and weekly inspections of AED Machines and First Aid Kits and any other necessary First Aid and Red Cross medical equipment
- Understand and respond to camper and participant needs at aquatic facilities including:
  - Taking breaks
  - Struggling swimmers
- Administers First Aid, CPR, or any other Lifeguard rescue techniques as needed
- Utilizes sanitation sprayer machines to help keep pool area clean

### **Positive Relationships**

- Contributes to the diversity of the council by ensuring that all materials, activities and programs are sensitive to and reflective of the interest, values and needs of people of all racial /ethnic groups, cultures, belief systems and abilities.

### **Requirements and Desired Qualifications**

#### *Requirements –*

- Minimum 16 years of age
- Willingness to adhere to principles of Girl Scouting, Girl Scout Law, and Girl Scout Promise
- Current First Aid/CPR certification (or willingness to obtain)
- Current American Red Cross Lifeguarding certification (or willingness to obtain)
- Reliable daily transportation to the workplace
- Ability to think and act calmly in a crisis.
- Ability to keep accurate, legible records.
- Ability to prioritize the needs of campers and communicate with and provide direction to campers and staff of varying age and skill levels
- Ability to provide constant supervision of campers and help campers navigate emotional well-being during their time at resident camp
- Ability to function as a camp staff team member and work effectively with peers
- Ability to identify, respond, and adapt to environmental or other hazards related to camper supervision
- Ability to share living quarters with other staff (may include directly on ground, primitive camping, rustic cabins, platform tents, or lodges)
- Ability to establish and maintain boundaries with campers and fellow staff
- Willingness to learn and adapt to new situations, surroundings, and circumstances in a quick and effective manner
- Ability to go without electronic devices for several hours or days at a time while on duty (excluding medical necessary devices)

#### *Desired Qualification –*

- One season (six weeks) of Lifeguard experience
- Desire and ability to teach, work, and relate successfully with campers and fellow staff members
- Enthusiasm, patience, and a sense of humor

#### *Physical Working Conditions -*

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee must have the:
  - Ability to endure prolonged standing, bending, reaching, walking and hiking
  - Willingness to work outdoors with exposure to all weather conditions including sun, heat, rain, and humidity, etc.
  - Understanding of and be comfortable navigating around wildlife animals, i.e., insects, reptiles, mammals, etc.
  - Capability to lift or move objects up to 10 pounds on a regular basis and occasionally lift or move objects of up to 50 pounds