

ANGEL ISLAND CAMP
FISHING & WATER ACTIVITIES
SPECIALIST
JOB DESCRIPTION

JOB SUMMARY

Under the supervision of the Camp Director this position is responsible for the planning and implementation of all beach and waterfront activities for campers ages 5-13 at Angel Island Camp. Angel Island Camp has been in operation for over 40 years. We take 80-120 campers (1st-7th grade) over to Angel Island by ferry (from Tiburon and San Francisco) every day.

Angel Island Day Camp operates from June 18 -August 17. There will be mandatory staff trainings June 15 and June 16. Staff trainings are paid.

ESSENTIAL DUTIES

- Supervise all waterfront activities ensuring the safety and accountability of campers and staff; keep waterfront free of hazards; respond to and provide leadership during waterfront emergencies.
- Assist the camp director in setting boundaries, limits, and rules to ensure the safety of the campers and monitor the supervision of activities; submit accident and incident reports as required; perform first aid as needed.
- Implement the scheduled camp curriculum; plan, organize, and conduct age appropriate recreational and educational waterfront activities including fishing, kayaking, and beach activities/events; evaluate activities and make recommendations for improvement.
- Coordinate and facilitate kayaking in collaboration with the kayaking outfitters on Fridays.
- Ensure waterfront equipment/supplies are clean, organized, and maintained before, during, and after the camp season concludes; conduct equipment/supply inspections to ensure proper use and safety.
- Oversee the clean-up of all waterfront activities including protecting facilities and equipment from abuse or damage by campers/staff.
- Assist the Camp Director to ensure that all counselors are in assigned areas of supervision & assist with transitions and announcements.
- Notify the Camp Director of any problems that arise at the waterfront in a timely manner.
- Complete camp records including attendance records, permission forms, and other required reports as defined by the organization's policies.
- Assists the Camp Director in planning & leading daily staff meetings and required trainings pertaining to waterfront duties.

EXPECTATIONS

- Act in a positive and professional manner with campers, parents, and peers.
- Commit to building a safe, child-focused community.
- Take initiative to analyze and solve problems, ideally before they happen!
- Be flexible and ready to meet changing work needs and demands.
- Be open to feedback and desire to grow professionally.

EXPERIENCE AND QUALIFICATIONS

- Must be at least 21 years old
- Minimum of 1 year experience in a lead/senior aquatics position.
- Current Lifeguard, CPR and 1st Aid certifications from a nationally recognized certifying organization preferred.
- Boating/kayaking certification helpful, but not required.

WORK HOURS AND DATES

The camp environment is demanding, requiring dedication, and a good work ethic from each staff member. We seek staff that are capable of thriving in this environment and contributing to the camp's success.

- The camp day runs, on average, 8.5 hours for the Water Activities Specialist.
- Monday - Friday, 9:00am – 4:15pm
- Staff meetings daily from 8:15am-9:00am
- **Staff Training and Camp Prep:** Attend mandatory training in early June before camp begins.

COMPENSATION

The Waterfront Program Director position is a temporary, seasonal, non-exempt position and does not include benefits. This position falls into the legal category of "organized camp staff", which has specific allowances for calculating salary, hours worked, meal, and rest periods according to the California Department of Public Health. Expectations for work hours are outlined above.

- During Camp: \$120-\$128 per day; DOE.
- Staff Training & Camp Prep days will be paid.
- First Aid and CPR Training: available to all staff at no cost.

PHYSICAL DEMANDS

- Some lifting, pushing, pulling, and carrying up to 40 lbs.
- Seeing, hearing and speaking, both nearby and at a distance.
- Use hands and fingers and fine dexterity ability to handle activity supplies.
- Standing, sitting, kneeling, walking, and hiking.

ADDITIONAL INFORMATION

- All staff will be checked on the National Sex Offender Registry Website.
- All staff will have a criminal background check completed, most likely through a DOJ/FBI "Live Scan" fingerprint.
- All staff must have a minimum of 2 references and verified work experience.
- All staff are required to acquire current CPR, AED & First Aid Certification before camp starts.

If you have questions, please contact Tina Morales at tmorales@theranchtoday.com or call our office at (415) 435-4355.

THE RANCH SUMMER CAMPS

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