



Camp Fire
MINNESOTA

Job Title: Waterfront Coordinator

Purpose: Direct and supervise waterfront programs

Reports to: Outdoor Programs Manager

Classification: Exempt, seasonal

Dates: May 24-September 4, 2021

About Camp Fire Minnesota

With nature as our catalyst, we energize youth to discover their spark so their futures glow brighter.

Youth spend 90% of their time indoors. Camp Fire Minnesota addresses this challenge by delivering culturally relevant, nature-based programs to youth of all backgrounds at Tanadoona, Camp Bluewater, and throughout the community. We help youth “light their spark within” through summer camp, environmental education & STEM classes for schools, and community-based out-of-school time nature programs.

We are proud to offer inclusive and welcoming programs to youth in the community, including free and reduced rate programs and a scholarship program. As a result of their Camp Fire experience, 93% of youth report valuing nature and stewarding the environment.

Our 2021 summer camp at Tanadoona in Chanhassen is expected to serve more than 2,800 youth this year. This program offers youth and teens progressive, nature-based learning through day, premium day, and leadership development camps. (Due to COVID-19, we are not offering our Resident Camp programs this year but expect these to return in 2022). Tanadoona is an ACA accredited camp.

About This Position

The Waterfront Coordinator is responsible for the health and safety of all campers and staff when they are participating in activities at the lake.

Primary Responsibilities

- Plan and implement Waterfront programming including: water trampoline, open swim, boating and fishing
- Maintain safety and order at the waterfront
- Supervise other lifeguards
- Provide feedback to staff
- Keep proper records for incidents and accidents
- Carry out established roles for supervising camper health and enforcing camp safety regulations

- Maintain good public relations with camper families and the Tanadoona community
- Assist in additional leadership responsibilities when assigned
- Assist in ensuring the cleanliness of the site, bathrooms, and other camp buildings
- Other duties as assigned

Knowledge, Skills, and Abilities:

- Ability to respond appropriately to first-aid and waterfront safety situations
- Ability to teach/review waterfront standards with staff
- Ability to work with a variety of different groups, from many different backgrounds
- Maintain Camp Fire Minnesota standards at all times

Minimum Qualifications:

- 1-year of post-secondary schooling or equivalent
- Applicable experience supervising staff
- Possess or able to obtain current Open-Water Lifeguard certification
- Experience planning, coordinating, and leading waterfront programs
- Good character, integrity and adaptability

Desired Availability:

- Available to attend Leadership Training starting May 24. Last day of work is September 4.

Pay Range:

- \$16-19/hour

Optional Housing:

This year, a limited number of on-campus housing may be available to staff who are unable to commute daily. Please indicate in your application/interview if you're seeking housing or if you are able to commute daily. Housing is available Sunday evening – Friday afternoon each week; staff must live elsewhere on weekends.

Application Process:

Submit an application online at www.tanadoona.org/work-at-camp

- Please direct questions to jaynad@campfiremn.org (include the position title in the subject line)
- Fax: 952-378-1661
- Mail: Tanadoona, 3300 Tanadoona Dr, Excelsior, MN, 55331

Camp Fire Minnesota is strongly committed to addressing environmental justice. We encourage candidates with diverse experiences and backgrounds, Black, Indigenous and people of color, LGBTQIA+ individuals, and unemployed persons to apply.