



**Lifeguard/Summer Staff**

**3-4 needed**

**I. Qualifications**

- A) Strong commitment and loyalty to the mission of MCRC.
- B) A respect for diverse backgrounds (spiritual beliefs, gender identity, etc.).
- C) Educational requirements – Required: Lifeguard certification  
*(Must present proof of current certification annually)*
- D) Willing to learn correct and safe handling methods.
- E) Experience in:
  - (i) Leadership skills; ability to work with others.
  - (ii) Working independently and collaboratively with guests, volunteer leaders, and staff – variety of ages, groups, needs, and personalities.
  - (i) Basic computer skills (Microsoft Office, Google Workspace, etc.).
- F) Complete Safe Camp Policy paperwork annually.
- G) Must pass a drug test if/when requested.
- H) Ability to lift 60 pounds or greater.
- I) Flexibility with schedule.

**II. Responsibilities - Lifeguard Duties**

- A) Enforce state and Merom Camp & Retreat Center guidelines, rules, and policies.
- B) Supervise:

- (i) Scheduled summer camp swim times
- (ii) Scheduled town swims
- (iii) Scheduled special events

C) Upkeep pool.

### III. Responsibilities - Housekeeping

A) Assist Housekeeping staff as needed with deep cleaning projects:

- (i) Clean carpets & furniture
- (ii) Buff/wax floors
- (iii) Vents

B) Clean cabin restrooms after town swims.

C) Empty all recycling and trash containers taken to the dumpster.

- (i) Recycling containers in each building; trash from outside bins.

### IV. Responsibilities - Building & Grounds

A) Interior and exterior work.

B) Lawn mowing and string trimming (if approved to use equipment).

C) Painting as needed.

D) Repairs as requested.

### V. Responsibilities - Programs

A) Assist with Alumni Banquet (first Friday of June).

- B) Day Camp supervision and leadership (Monday after Chautauqua).
- C) Facilitate challenge courses as requested.
- D) Prep areas for craft sessions as needed.
- E) Set-up for groups.

**VI. Responsibilities - Gift Shop Attendant**

- A) Arrange for a cash box with office staff.
- B) Update price lists as needed.
- C) Monitor inventory.
- D) Update display.
- E) Assist campers and guests with purchases.
- F) Count cash box and return to office staff.

**VII. Compensation**

- A) 2 lifeguard uniforms will be reimbursed.

**VIII. Time Commitment**

- A) Hourly

**IX. Status**

- A)

**X. Proposed by**

- A) MCRC Board of Directors, 2022