

**Responsibilities of the
Assistant Aquatics Director**

The Assistant Aquatics Director is responsible to the Aquatics Director for safe and effective instruction in aquatics skills and carrying out to the best of his or her abilities those duties assigned. The Assistant Aquatics Director must possess maturity, dependability, and personal integrity. The Assistant Director must possess a strong working knowledge of the BSA Aquatics program and the management and leadership skills to operate it effectively.

The Assistant Aquatics Director must:

1. Be a minimum of 18 years of age.
2. Possess or be willing to obtain a registration in the Boy Scouts of America.
3. Have completed BSA Lifeguard training or its equivalent or to be willing to obtain such training.

It is further encouraged that the Assistant Aquatics Director obtains a certificate in American Red Cross Standard First Aid.

The Assistant Aquatics Director is further responsible for:

1. Participating in the Sunday waterfront orientation and swim checks, as requested.
2. Instruction in swimming, lifesaving, snorkeling, rowing, canoeing, sailing, and/or boardsailing as assigned by the Aquatics Director. This is likely to involve merit badges and other advancement programs, in accordance with BSA requirements and standards.
3. Supervision of recreational swimming, boating, canoeing, sailing, and boardsailing.
4. Participation in all waterfront emergency procedures.
5. Assisting with the maintenance of waterfront equipment.
6. Collecting and turning in to the Aquatics Director all merit badge cards, partial forms, and participation records for which they are individually responsible, in on Friday.
7. Working with all Camp Staff members for the coordination of the entire Camp program.
8. Completing assignments by the Program Director and/or the Camp Director.
9. Enforcing the safety rules of the Camp and the Boy Scouts of America.
10. Assisting the Aquatics Director in maintaining the morale of the Aquatics Staff.
11. Operating the waterfront in the absence of the Aquatics Director.
12. Assisting the Aquatics Director in management and organization of the Aquatics Program as assigned.
13. Assisting the Aquatics Director in the training of Aquatics Staff members.
14. Actively assisting the Aquatics Director in the preparation of all reports and inventories.
15. Abiding by the Camp rules set forth in the *Staff Understandings/Policies* and the *Staff Guide*.

Revised: 2010/11 jwm