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## Equipment Manager Job Description

### Requirements:

- ❖ Minimum two years of college.
- ❖ Previous experience working with youth in an organized setting.
- ❖ Possess knowledge of surfing fundamentals, as well as related equipment and gear.
- ❖ Professional experience managing inventory in a retail, warehouse, or distribution setting.

### Job Description:

During the summer months, we will have overnight surf camps running simultaneously in up to five different locations, both day and night. We have approximately 40 staff who work as camp instructors, counselors, trip leaders and lesson instructors.

### Responsibilities:

- ❖ Accountability of all WBSC equipment.
- ❖ Maintain safe, clean, and functional inventory.
- ❖ Perform repairs to damaged equipment.
- ❖ Proper handling and storage of equipment and gear.
- ❖ Assist outfitting each participant with properly-sized equipment. This includes pre-session allocation of gear based upon each camper skills-set and size.
- ❖ Responsible for researching and proposing upgraded technical equipment purchases.
- ❖ Conduct airport shuttle runs, and other operational support errands as instructed.

### Dependability:

We hire applicants who seek increased responsibility while remaining conscientious, thorough, accurate, and reliable with respect to achieving WB Surf Camp's goals and mission statement. Individual must clearly understand the safety and education mission of WB Surf Camp and continuously work to promote the organization and achieve its goals. You must be available and responsive to issues and concerns as they arise.

### Desired Traits:

- ❖ Hold a strong mission statement for life, moral conviction, and a desire to change the world for the better through education and action!
- ❖ Energetic, morning person with a positive attitude.
- ❖ Strong communication, decision making, logistical, and organizational skills.
- ❖ Ability to accept and give constructive criticism.
- ❖ Ability to remain calm, think clearly and act quickly in case of an emergency.
- ❖ Comfortable and effective in public speaking.
- ❖ Well-organized and follow-through effectiveness.
- ❖ Ability to effectively communicate verbally, visually, and in written form.
- ❖ Ability to remain focused in a fast paced, stressful, and noisy environment.
- ❖ Ability to keep a professional image, provide constructive feedback, and maintain safety protocols.
- ❖ Excellent creative and critical thinking skills.
- ❖ High attention to detail and strong organizational skills.
- ❖ High level of competence in Word, Excel, and Outlook.
- ❖ Outgoing and well-spoken professional demeanor.
- ❖ Ability to prioritize and accordingly adjust tasks when things are not going according as scheduled.

## **About Surf Camp Inc:**

Surf Camp Inc. is a leader in the growing world of learn-to-surf adventure camps. Its brand symbolizes a long-standing commitment to technical instruction expertise and ocean safety awareness which is evident in their three main core values: "Safety, Learning, and Fun!" They develop and conduct a diversified mix of summer camps for kids and teens, as well as adult travel adventure programs.

The reputation of Surf Camp Inc. is based on over a decade of facilitating safe, educational, exciting programs that fully immerse individuals of all ages into the world of surfing, the marine environment, and environmental conservation. Their goals are to safely and professionally teach individuals how to surf, ignite an immediate love for the ocean, create a passion for life, and instill a desire to protect our environment.

As a company, and as individuals, Surf Camp Inc. and its staff are committed to leading a passionate, healthy, proactive, and environmentally conscious lifestyle. Their contagious, positive attitudes fuel their lives to fully enjoy everything the ocean has to offer, reduce their impact upon it, set a positive example, and share their stoke with the rest of the world.

For further information about Surf Camp, Inc., you are invited to take a look at our world at [www.wbsurfcamp.com](http://www.wbsurfcamp.com)