

Campground Host

Department:	Parks & Recreation
Supervisor:	Director
Wage:	free site and utilities
Hours:	32 hours per week – Monday through Friday & Weekends
Season:	April 22 to October 20 (must work at least 1 month, prefer 2 if possible)
Age:	18 years of age and older
Last Revised:	February 2019

Overview

Supervise, maintain, and oversee the campground at Riverview Park in Marshalltown, IA. The Campground Host represents the City of Marshalltown's Parks & Recreation Department in a professional and exemplary manner under all circumstances. Work involves performance of some supervisory duties, general cleaning of facilities and campground, greeting and directing campers, record keeping, and handling of money.

Essential Functions and Duties

- Act with "due care" when carrying out responsibilities as a volunteer. This "due care" is the care an ordinary prudent and reasonable person in a like position would exercise in similar circumstances.
- Record all arrivals, departures, and payments for each camper.
- Maintain a clean and orderly campsite including mowing (mower provided by the City).
- Adhere to all rules of the campground.
- Assist campers to locate vacant sites.
- Be polite, friendly, a good listener, and a good neighbor.
- If willing there could be a possibility of 12-16 hours of paid work available weekly including landscaping bed maintenance and painting.

Required Knowledge, Skills and Abilities

Education, experience and skills

- Previous experience as a campground host or avid RV experience preferred.
- Ability to do general required maintenance and cleaning.

Physical, mental and environmental requirements:

- Position requires light to medium work, exerting up to 20 to 50 pounds of force occasionally and up to 10 pounds of force constantly
- Some climbing, pulling, kneeling, stooping, crouching, feeling, standing, reaching, hearing, talking, listening, pushing, walking, balancing, lifting, grasping, carrying, and repetitive motion is also required on a regular basis
- Must be able to follow written, oral, or diagrammatic instructions, while using several concrete variables
- Position requires exposure to both inside and outside conditions and noise

This job description is not the complete statement of every task and responsibility that is required of this position. It contains the major duties performed by an individual and may require assistance with other tasks as necessary.