**Schildberg Recreation Area Campground**

**Job Description: Campground Host**

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| **JOB TITLE:**Campground Host**REPORTS TO:**Atlantic Parks & Recreation Director**LOCATION:** Schildberg Recreation Area Campground**DATES:** Memorial Day to Mid-November**ESSENTIAL DUTIES:*** Collection of camp fees
* Public relations.
* Light maintenance
* Light Security

**RESPONSIBILITIES:*** Be on duty an average of 30 hours per week, the majority of these being weekend hours.
* Represent the City of Atlantic with knowledge of rules and regulations.
* Serve as an informational source to the public with respect to the area, activities within the area, and community attractions.
* Greet visitors, help them get settled, answer questions, receive comments pass out literature.
* Collect camping fees and remit daily to supervisor.
* Promote care of the area and stress keeping a clean campsite.
* Watch for activities or conditions in the area which require immediate attention of the proper authorities.
* Contact help in emergency situations.
* Perform minor maintenance tasks, such as litter pickup and cleaning restrooms.
* Sell firewood.
* Maintain a working knowledge of and adhere to all risk management and safety programs and procedures.

**HOST BENEFITS:*** Free camping privileges with utilities.
* Use of motorized utility cart.

**REQUIREMENTS:**Minimum stay requirement of four weeks, although hosts may stay longer if desired. Hosts should be available to assist preserve visitors 30 hours per week. Required to utilize their own camping equipment. 21 years of age or older. |

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| * 21 Years of age
* Valid Driver's License
* Subject to a background check
* Must have a camping unit, (motorhome or trailer) which can be left on site for the season
* Pleasant personality and enjoy helping people
* Nights, Weekends, & Holiday work required

APPLICATIONS:Applications can be picked up at City Hall at 23 E. 4th St. or downloaded at <http://www.atlanticiowa.com/atlantic/city-departments/parks-recreation/> For questions contact Seth Staashelm at 712-243-3542 or email at sstaashelm@cityofatlantic.com.  |