

Position Description		Union: No	
Class Title: Campground Host		Full or Part-Time: LTE/Seasonal – Less than 1000 hours.	
Department: Forestry	Pay Range:		Date: 2022

GENERAL STATEMENT OF DUTIES: Under the direction of the Assistant Recreation Administrator and Campground Manager, provides assistance for the maintenance and management of Totogatic Park and Campground.

EXAMPLES OF DUTIES PERFORMED: (Illustrative only)

- Sell firewood and ice to campground patrons;
- Greet and assist campers and park visitors;
- Assists with monitoring compliance with campground/park policies and rules;
- Cuts grass, trims shrubs, collects garbage, and performs a variety of grounds maintenance tasks;
- Cleans buildings and rest rooms, replacing toweling and other supplies as necessary;
- Performs a variety of related custodial and maintenance tasks as required;
- Makes minor repairs to facilities and reports major repair needs to the Park Manager;
- Performs related work as required.

ESSENTIAL KNOWLEDGES, SKILLS AND ABILITIES:

Ability to effectively communicate rules and policies to campground/park patrons; Ability to work independently without supervision; Ability to work as a team player with other employees in a public setting; Ability to effectively operate small tools and lawnmowers; Ability to follow oral and written instructions and directions.

EXPERIENCE AND TRAINING REQUIRED: (**Minimum Training and Experience Required to Perform Essential Job Functions**)

Must be at least 18 years of age; experience in customer service environments; some experience in custodial duties and the operation of lawn care equipment; completion of a standard high school (or GED) or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to walk, stand, talk, hear, climb and balance. The employee is occasionally required to sit; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

SPECIAL REQUIREMENTS:

Must provide own camper trailer and be willing to live primarily in the park from approximately mid-May to mid-September. Works a variable schedule including weekends and evening, as assigned. Must possess a valid Wisconsin Driver's License with an excellent driving record.

TOOLS AND EQUIPMENT USED:

Cleaning equipment, lawn mowers, trimmers, utility ATV, cell phone; pickup truck; ladders, floor cleaner; pumps; miscellaneous hand and power tools.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions including rain, sun, pollens, allergens, and insects. The employee is occasionally exposed to moving mechanical parts; toxic or caustic chemicals; extreme heat; risk of electrical shock; and vibration.

The noise level in the work environment is usually moderately loud.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description is subject to change by the employer as the needs of the employer and requirements of the job change.