The City of Altoona
Position Description

Position Title:	Seasonal River Prairie Park Attendant	**Department:**	Parks & Recreation
		FLSA:	Non-Exempt
Last Update:	February 2025	**Reports To:**	Parks & Recreation Director and/or Recreation Supervisor

Position Summary

Under the guidance of the Recreation Supervisor, the River Prairie Park Attendant will provide a safe and enjoyable adventure for guests visiting the park.

Work Tasks

The following duties are normal for this position. The duties listed are not to be construed as all-inclusive. Other duties may be required and assigned.

- Ensuring River Prairie Park cleanliness. Checking all areas for trash and ensuring amenities are kept in an orderly fashion.
- Gather all Lost and Found items and document in log book.
- Maintain bathroom cleanliness throughout shift.
- Checking Prairie Creek for dams built stopping the flow of water.
- Responsible for pavilion rentals including cleanliness prior and after each rental and ensuring correct number of tables are under each pavilion for rental.
- Assisting Fish House Attendant when needed.
- Be enthusiastic, engage in conversation with guests in the park.
- Punctual and reliable (arrive 15 minutes prior to the start time).
- Attends all required staff meetings and training.
- Be able to follow all policies and procedures of the department as outlined in the Employee Handbook.

Working Conditions

- Work is completed mostly outdoors.
- Outdoor work may be in a variety of environmental extremes such as heat, cold, rain, wind, noise, fumes and dust.

Education

- High school student; or,
- College student.

Experience

Some previous experience as an employee with a demonstrated history of being reliable and dependable.

Licenses and Certificates

- A valid Wisconsin driver's license is required
- CPR/First Aid certification, preferred.

PRE-EMPLOYMENT DRUG SCREENING MAY BE REQUIRED.

The City of Altoona is an Equal Opportunity Employer. To comply with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.

I have read and understand this Job Description

Signature Date