

The City of Altoona Position Description

Position Title:	Seasonal River Prairie Park Attendant	Department:	Parks & Recreation
		FLSA:	Non-Exempt
Last Update:	March 2022	Reports To:	Recreation Manager and/or Recreation Supervisor

Position Summary

Under the guidance of the Recreation Manager or 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.

- Insuring River Prairie Park cleanliness. Checking all areas for trash.
- Gather all Lost and Found items and document in log book.
- Maintain bathrooms cleanliness
- Checking Prairie Creek for dams built stopping the flow of water
- Be enthusiastic, engage in conversation with guests in the park, punctual and reliable (arrive 15 minutes prior to the start time)
- Responsible for pavilion rentals, maintaining cleanliness prior to each rental, counting tables and chairs in the pavilions to guarantee all are accounted for.
- Office work as instructed such as pavilion and game rentals
- Attends all required staff meetings and trainings
- 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.
- Employees may be required to wear masks and abide by other recommended or required protocols to aid in reducing the spread of disease.

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

- If under 16 years of age a work permit is required; and
- 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