**Title: Recreation Staff (Jumping Pillow/Slide Attendant)**

Reports To: General Manager

Date: 11-30-15

**Job Summary:**

The main goal of the Recreation Staff is to create a fun and memorable experience during activities and special events, as well as monitoring the water zone and park amenities to ensure safety for all involved. You will be responsible for assisting in the implementation of events/activities for all age ranges, including family activities. You will also be responsible for promoting the Yogi Bear character and themes throughout the season. The recreation staff, as a part of the campground staff, will assist in the maintenance of recreation facilities and equipment.

**Essential Job Duties:** (these duties include, but are not limited to)

1. Conduct theme weeks/weekends
   1. Recreation staff is responsible for using all materials issued to him/her by the Assistant General Manager in order to decorate the various departments (Ranger Station, Recreation Room, Front Entrance, Bears’ Den, and other Recreation Areas) fully in the spirit of the theme.
   2. The recreation staff is responsible for facilitating scheduled activities provided by the Manager and properly cleaning up the recreation area after the activity is completed. All supplies for said activities should be set up 10 minutes before the activity is scheduled to begin and then put back in their designated area immediately upon completion of activity.
2. Create and maintain the illusion that Yogi Bear and friends are “real” ensuring all guests have a positive and entertaining experience during their stay
   1. Assist other recreation staff in getting dressed in the bear costumes and guiding him/her during activities/get into a bear costume; ensure all character antics are within acceptable guidelines
   2. Keep character costumes maintained; including regular cleaning, brushing and appropriate storage.
3. Facilitate the Arts and Crafts program with crafts in line with the theme.
   1. The recreation staff will be expected to follow the instructions provided to them by the Manager. All supplies for said crafts should be set out 10 minutes before the activity is scheduled to begin, and cleaned up promptly upon completion. At the beginning of each craft, the recreation staff member is expected to provide a step-by-step explanation to participants on how to complete each craft, and then assist participants during the time it takes for them to complete the activity.
4. Supervise Water Zone and Jumping Pillow stations. Provide a positive customer experience for our guests by ensuring amenity codes of conduct are followed.
5. Maintain and update all informational and activity boards through the resort on a regular (daily/weekly) basis to coincide with the theme (per conversation with the Manager)
6. Ensure recreation programs are as safe as possible and assist in any camper emergency within resort guidelines,
7. Inspect and assist in the maintenance of recreation facilities and equipment
8. Communicate and Coordinate with Manager on any issues that arise throughout the duration of employment
9. Evaluating recreation activities and suggest changes and new activities
10. Must be available weekends and holidays

**Other Job Functions**

1. Will be asked to fill in as a Ranger Station Clerk
   1. Duties for this position include:
      1. Answering the telephone, greeting customers and taking reservations/answering any questions about the park amenities
      2. Using Campground Manager to assist guests in making/editing their reservations
      3. Working the cash register when assisting guests in purchasing merchandise from the gift shop
2. Will be asked to help at the Check in Station- registering guests at check in
3. Assisting at Cartoon Café as needed and during special events

**Qualifications**

1. High School Diploma or equivalent preferred but not required. A minimum of one-year experience working with children preferred.
2. Ability to communicate clearly and effectively through both verbal and written venues
3. Specific training and /or experience in recreation
4. Current certifications in First Aid/CPR and AED or willingness to obtain upon hire
5. Personable, enjoy working with children/people
6. Possess exceptional guest relations skills
7. Weekend hours and evenings are required

**Physical Demands**

**This position is an extremely physically active position.** Employee is regularly required to stand, walk and run. Must be able to stand for long periods of time, stoop, kneel, crouch, crawl, hop, skip and jump. Must be able to lift and move up to 30 pounds. This position also includes assisting in promoting the image of the characters and to dress in costumes, which are confining spaces and can be extremely hot. Employee is frequently exposed to outdoor weather conditions (hot and humid, rainy, extreme temperatures, airborne particles)

I have read this job description, understand it and am able to perform the essential job functions of the position. Also, I have had an opportunity to discuss the job description with my supervisor.

Employee Date Supervisor Date