



Kampgrounds of America Job Description

Job Title: Recreation Attendant
Department (3 letter code): OAK **Reports to:** General Manager or Designated Supervisor
FLSA Status: Exempt Non-Exempt
Supervisory Responsibilities: Yes No
Travel: Yes % No **Revision date:** 8/1/2025

Summary:

The Recreation Attendant (RA) assists the Recreation Lead in planning, organizing, executing, and leading recreation activities at the campground such as arts and crafts, games, sports, dramatics, music, social activities, hobbies, and themed weekends. The Recreation Attendant is a highly visible, customer-centric position that requires strong interpersonal customer service skills.

Essential Duties and Responsibilities:

- Facilitate preparations for events from start to finish.
- Assist in creating a detailed events calendar that supports the campground, and guests of all age ranges.
- Create supply lists and provide to Recreation Lead as needed.
- Take pictures of activities and obtain necessary photo release documentation for all individuals in photos.
- In coordination with the marketing department, prepare fun and engaging social media posts.
- Coordinate and prepare all food and beverage items, equipment, awards, and entertainment as needed for each event.
- Maintain and clean recreation equipment and facilities.
- Greet new arrivals to activities, introducing them to other participants, explaining rules, and encouraging their participation.
- Explain the rules of activities and instruct participants at a variety of skill levels
- Enforce safety rules to prevent injury.
- Modify activities to suit the needs of specific groups.
- Administer basic first aid if needed and notify emergency medical personnel when necessary.
- Clean, set-up, and breakdown the equipment that is used in recreational activities daily.
- Maintain high standards of professionalism, customer service, quality and cleanliness while promoting an atmosphere of fun.
- Maintain health standards and ensure guests and team members are in a safe and secure environment.

Non-Essential Duties and Responsibilities:

- This job description is not intended to cover or contain a comprehensive listing of activities, duties, or responsibilities. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

Required Education and Experience:

- Hear and conversant in English language
- Excellent communication and collaboration skills with ability to manage conflict.
- Basic working knowledge of recreational activities.



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- Comfortable in a fast-paced and high-pressure environment.
- Motivated, goal-oriented and results driven.
- Ability to maintain confidentiality.
- Able to work nights, weekends, and holidays.
- Valid Driver’s license.

Preferred Education and Experience:

Physical Demands and Working Conditions:

- Work is performed indoors and outdoors and may involve exposure to varying weather conditions
- Must be able to lift and carry up to 10 pounds regularly, lift or carry up to 25 pounds or more occasionally with assistance.
- Ability to bend, stoop, kneel, crouch, climb, push, pull, reach overhead and move safely over uneven terrain.
- Use of repetitive motion, standing, bending, sitting, lifting, and walking.
- Noise levels may be moderate to loud.
- May be exposed to dust, pollen, grasses, landscaping, and various chemicals and moving mechanical equipment.
- Use of personal protective equipment required where necessary.
- Will experience occasional interruptions and shifting priorities.
- Valid driver’s license required, this position may be expected to drive a motorized vehicle which requires close and distance vision, sitting, seeing and reading signs, traffic signals, etc.

Print Employee Name

Employee Signature

Date