

POSITION DESCRIPTION

TOWN OF STANDISH, MAINE

POSITION TITLE: BEACH ATTENDANT

DATE CREATED/REVISED: 4/15/2017

Narrative: The Rich Memorial Beach Staff is responsible for maintaining a clean and safe beach area, checking permits for Standish residents, monitoring the general public for appropriate behavior and making sure all are following the guidelines of the beach and water area.

Supervision: Under the direction of the Parks and Recreation Director or designee.

POSITION RESPONSIBILITIES/TASKS

Illustrative only and not all inclusive:

- Monitor and ensure a safe, clean and fun recreation area for the community.
- Picking up trash and enforcing carry-in, carry-out policy
- Raking beach as needed and sweeping boardwalk to keep it free from excessive sand and debris
- Securing the facility at the end of the day and during beach closure
- Monitoring Sebago Boating Club activity to be check for compliance of rules
- Stocking and cleaning privies daily and monitoring porta-toilets
- Monitoring parking lot, boardwalk and entire facility.
- Responsible for keeping self on task, following rules and positively engaging with the public.

ADDITIONAL JOB FUNCTIONS

- Act as a positive role model at ALL times and help to diffuse potential problems as they arise.
- Attend all scheduled meetings, workshops and trainings.
- Conduct water quality testing as necessary and follow proper procedures.
- Transport water samples to the lab within required timeframe.

POSITION REQUIREMENTS/QUALIFICATIONS

Education & Experience

- Minimum of a high school diploma or equivalent preferred
- CPR/First Aide Certification (training available prior to June 15)

Knowledge, Ability, Skills

- Prior experience as beach attendant or facility supervisor is extremely helpful.
- Personal swimming skills. Lifeguard training is helpful, but not required.
- Strong verbal communication skills and enjoys a leadership role.
- Hearing and listening skills; ability to interpret, understand and effectively carry out all oral and written directions.
- Enjoys working with public and able to enforce rules with guests.
- Does not mind working alone and has ability to think on your feet

Physical Requirements/Other

- Minimum age of 18 years preferred.
- Frequent standing, sitting, bending, walking and lifting items under 35 pounds.
- Ability to work regularly scheduled shifts between Memorial Day Weekend and Labor Day.
- Must be available to work a mixture of hours: 7 days a week from 9:00am to 8:00pm. Position will involve sharing work hours with other staff, but should be willing and able to work 15-40 hours each week.