



## Calhoun County Conservation

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1228 W. High St | Rockwell City, IA 50579

### Calhoun County Conservation Board Campground Host Contract Description

#### **Description:**

The Campground Host is a temporary, full-time volunteer who provides services in the management of public campgrounds during the primary camping season (May through October, dates may change depending on campground). The Host's main goal will be to ensure that each park visitor has an enjoyable experience. Campground Hosts serve as the first source of park information and therefore must be well-informed about the area and able to communicate effectively with the public. The Campground Host is responsible for keeping park facilities (i.e. restrooms, registration kiosks, picnic shelters, etc) clean/supplied with the designated necessities. Campground Host would also be responsible for regulation and monitoring park rules. Host does not serve in any enforcement capacity. The Host reports all direct, intentional violations (along with necessary information such as license plate numbers) to the Conservation Director, Conservation employees, or other law enforcement personnel to be handled accordingly. The Host assists users with camping registration and making sure they are registered in a timely manner.

#### **Principal Duties and Responsibilities:**

Campground hosts will be responsible for the following duties. (You may be asked to complete other jobs as the need arises.)

- Fill the information booth with camping registration forms.
- Perform routine maintenance of the area such as picking up litter, tree limbs, etc...
- Check and clean bathroom and shower facilities on a daily basis. These duties include but are not limited to: cleaning toilets, wiping down toilet stall dividers if needed, sweeping and mopping floors, refilling soap and tissue dispensers, cleaning sinks, counter tops and mirrors, changing trash bags and plunging toilets.
- Help clean out fire grates Friday and Monday if needed.
- Make sure campers are registered in a timely manner.

- Assist campers by answering questions and explaining park rules and regulations.
- Act as liaisons between campers and park staff, providing information to park staff about potential problems, restroom conditions, and disseminating information to campers.
- Pick up garbage and limbs around the campground and Treman Park.
- Set an example by being a good housekeeper in and around their assigned site and by observing park rules and regulations.
- Will be expected to work weekends and holidays during their term as Camp Host
- Report any violations or suspicious activity to the proper authorities (Director or Sheriffs).

**Physical Demands:**

- Work requires the ability to stand, walk, climb, and to use hands, as well as the ability to reach with hands and arms, kneel, crouch, lift, pull or drag objects or items that weigh up to 25 lbs, and to verbally communicate.

**Required Qualifications:**

- Valid Driver's License
- Proof of insurance
- Ability to communicate park rules and policies effectively with the public.
- Ability to give verbal directions clearly.
- Ability to use tact and initiative to establish and maintain effective working relationships with coworkers as well as the general public.
- Willingness to live on site and work weekends, holidays, irregular hours, and nights.

**Benefits:**

- No camping fee is required to stay in the park area.
- Free electricity
- Free water
- Free onsite dumping
- Possible incentives at the end of the camping season

**Proof of Insurance:**

Campground Hosts will be required to provide a certificate of liability insurance for each motor vehicle the Campground Host will be using in the park and have Calhoun County listed on their personal liability insurance policy.