

**PARK & RECREATION**

**Job Description**

Responsible for monitoring activity in the building during facility and park rentals and ensure that all safety and security procedures are followed.

**Salary**

- Starts at \$14.12/hour

**Location**

- Various Locations; based upon rental needs.

**Type of Position**

- Hours based upon shelter rental agreements.
- Flexible hours, including mornings, evenings and weekends.

**Qualifications**

- Must be at least 18 years of age or older.
- Hold current CPR-AED/First Aid Certifications or willing to be certified.
- Must be flexible, punctual and highly responsible.
- Must be able to complete tasks without direct supervision.
- Must have knowledge of routine building maintenance procedures.
- Must be able to work outdoors for prolonged periods.

**Typical Duties Performed**

- Acknowledge, enforce and explain all department, park and facility policies, rules, and regulations.
- Maintain clean facilities and parks for the public, including the shelters and restrooms.
- Responsible for opening and closing the facility safely and securely.
- Removal of trash and litter from the ground and emptying the trash containers.
- Inspect the facility before and after your shift and report unsafe conditions or equipment to the Recreation Programmer.
- Distribute requested athletic equipment to users and ensure its return and properly stored.
- Complete any necessary records and reports.
- Promote a positive and cooperative image of St. Cloud Park and Recreation Department to the public.
- Complete any additional duties as assigned by Recreation Programmer.

**Physical Factors**

- Frequent: walking, sitting, moving equipment and lifting up to 50 lbs.