



Job Title: Park Aid

Works under the authority of the Manson Park and Recreation Director & Maintenance Foreman. Full-time Seasonal, June to September or as needed.

Principal Purpose of Job

To assist in maintaining efficient operations of the Manson Park & Recreation District's various parks and facilities.

Examples of Duties and Responsibilities

- ❖ Assist in the everyday grooming, maintenance & repairs of the parks
- ❖ Clean restrooms daily
- ❖ Pick up and dispose of litter & garbage
- ❖ Lock &/or unlock restrooms/facilities
- ❖ Direct traffic & verify guest payment at the boat launch during high-use times
- ❖ Assist Park staff as needed

Knowledge, Abilities & Skills

- ❖ Must be able to understand and carry out instructions effectively.
- ❖ Self-motivated, dependable, & trustworthy; able to work with minimal supervision
- ❖ General knowledge of hand tools/equipment including push mowers
- ❖ Knowledge of basic park utilities
- ❖ Must have good customer service skills
- ❖ Ability to establish & maintain effective working relationships with coworkers
- ❖ Problem-solving and conflict resolution
- ❖ Ability and desire to learn
- ❖ Ability to accommodate a flexible work schedule & work weekends

Physical Demands

- ❖ The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- ❖ Work involves sitting, walking, standing, climbing stairs, stooping, talking, hearing, using hands, pushing, pulling, and reaching with hands and arms.
- ❖ Vision abilities required by this job include close vision and the ability to adjust focus.

In Parks We Play

Physical Demands (cont'd)

- ❖ Push, pull, lift and/or carry up to 40 pounds.
- ❖ Noise level varies from quiet to loud
- ❖ Tolerate weather and outdoor conditions

Qualifications Required

- ❖ Valid Washington State driver's license free of serious &/or frequent violations
- ❖ Ability to obtain First Aid, CPR and AED certification
- ❖ Must pass background check
- ❖ Proof of citizenship or authorization to work in the United States

OTHER

Employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products, in any form, on the job.

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive list of work requirements.