

## Seasonal Park Aide Job Description

### Pay Rate

Starting at \$13.00

### Location

**Lucky Peak State Park-** Discovery Unit, Sandy Point Unit, Spring Shores Marina Unit; Boise Idaho 83716

### Length of Employment

The length of employment differs among the parks, but typically lasts from the latter part of May to the first part of September. However, there are jobs that begin as early as March and may last into November. Maximum 5 months consecutively before required lay off period.

### Minimum Requirements

You should be able to perform routine maintenance tasks such as cleaning rest rooms, operate a variety of equipment, follow written and oral instructions, perform moderately heavy labor, work under adverse weather conditions, and deal appropriately and tactfully with others. Some positions require you have or obtain a valid driver's license, standard First-Aid and CPR certifications. You will also be required to adhere to uniform policies. **Most job duties require employee to be at least 18 years of age.**

### Typical Job Duties:

**Building and Grounds Maintenance(20-80%):** General cleaning of park buildings and office facilities; daily cleaning of public rest rooms, washing windows, vacuuming, dusting, and scrubbing floors; collecting and disposing of garbage and litter; minor repair of facilities and equipment; lawn mowing, trimming and irrigation.

**Visitor Services (20-80%):** Greeting visitors; maintaining park publication inventory, displays, and Shelter Reservations; responding to information requests from management, staff and visitors; providing information in person and via email, and phone. Maintaining retail displays of resale inventory, and ordering replacement inventory. Operating the entrance kiosk, operating a cash register and making change for item sales; handling money including balancing and closing cash register; completing sales transmittals and making bank deposits.

**Clerical (0-5%):** Keeping required records and files, preparing correspondence and reports, or filing and compiling data for reports as directed.

**Interpretive Program (5-60%):** Presenting outdoor educational programs and Junior Ranger programs for children. In addition, you may be building wayside exhibits and interpretive signing, interior interpretive exhibits at park visitor centers, or producing brochures, and trail guides.

**Resource Management (0-5%):** Inventorying and monitoring plants and wildlife, analyzing and uploading data recorded, treating noxious weeds, repairing fences, working on trails and restoring disturbed landscapes.

**Marina Duties (0-70%):** Fueling Boats and providing other assistance to boaters. Directing traffic within parking lot areas. Dock repairs and maintenance.

Apply at: <https://parksandrecreation.idaho.gov/seasonal-employment-application/>.

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