



**Wildwood Park District**  
**Boat Ramp Monitor**

<b>Department:</b>	Park Safety
<b>Position Title:</b>	Boat Ramp Monitor
<b>Location:</b>	Rule House 33325 N. Sears Boulevard Wildwood, IL 60030
<b>Reporting Authority:</b>	Park Safety Coordinator
<b>FLSA Status:</b>	FLSA Non-Exempt
<b>Classification:</b>	Part-Time Seasonal
<b>Rate of Pay:</b>	\$12-14 per hour
<b>Hours:</b>	Part-time 10-18 hours per week (Fridays, Saturdays, Sundays) Memorial Day-Labor Day. Other dates as needed

The Wildwood Park District is looking for individuals to take on the role of Part-Time Seasonal Boat Ramp Monitors!

**Position Summary:**

The Boat Ramp Monitor is responsible for overseeing the boat ramps and adjacent parks of the Wildwood Park District including monitoring usage, enforcement of Park District rules and ordinances and documentation of activities during shift.

**Qualifications Required:**

- Ability to communicate with the public with professionalism
- Must be 17 years old with a valid driver's license

**Hours:**

- Part-time 10-18 hours per week on Fridays, Saturdays and Sundays. Other times and dates may be needed.

**Essential Job Functions:**

***The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.***

- Compel patron compliance Park District ordinances and rules.
- Preserve the peace, order, and safety of the Park District. Promote and maintain effective community relations.
- Monitor boat ramp usage and verify residency. Cross check resident boat keys and decals to database.
- Monitor and verify vehicles with missing stickers and report to Park Safety and give warning flyer(s) as needed.

- Keep record of vehicles missing resident/guest pass stickers and document on daily reports.
- Fill out daily reports and submit. Promptly complete PDRMA Accident/Incident reports and submit to supervisor as required.
- Inform park users of rules and regulations of the Park District.
- Carry out all job functions according to all safety guidelines and procedures.
- Report any work-related or patron injuries to supervisor promptly.
- Correct unsafe conditions and/or report them to supervisor.
- Comply with all Park District policies, protocols, and procedures.
- Complete all documentation required of the position.

#### **Physical Demands**

- Requires frequent standing.
- Must be able to walk parks.
- Requires occasional lifting (20-35 lbs.).
- Employee is regularly required to talk and hear.
- Vision abilities required include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

#### **Work Environment**

- Employee work area is outdoors, in a smoke free environment.
- May be exposed to adverse weather conditions.

*The Wildwood Park District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Board will provide reasonable accommodation to qualified individuals with disabilities.*