



Wildwood Park District **Boat Ramp Monitor**

Department: Public Safety
Position Title: Boat Ramp Monitor
Location: Sunset Park 33300 N. Lakeshore Dr. & Pebble Park 33399 N. Sears Blvd. Wildwood, IL 60030
Reporting Authority: Park Safety Coordinator
FLSA Status: FLSA Non-Exempt
Classification: Part-Time Seasonal
Rate of Pay/Benefits: Starting at \$15.00 per hour DOQ. This seasonal part-time role offers no additional benefits.
Hours: Part-time 10-18 hours per week (Fridays, Saturdays, Sundays) Memorial Day-Labor Day, and July 4th. 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, parking enforcement, 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
- Completion of successful background check.
- Must be at least 16 years old with a valid driver's license
- CPR/AED Certification upon hire (Park District provided)

Hours:

- Part-time 10-18 hours per week on Fridays, Saturdays and Sundays and select holidays. 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 (i.e., dogs on leash, general conduct)
- Preserve the peace, order, and safety of the Park District. Promote and maintain effective community relations. Skillset to notify Lake County Sheriffs of illegal activity in park and coordinator police response on-site if needed.
- Monitor boat ramp usage and verify residency. Cross check resident boat keys and decals to database.
- Monitor and verify vehicles with resident parking stickers and report to Park Safety and give tow warning flyers as needed to vehicles without stickers. May be required to contact Park Safety Coordinator to call in a tow for vehicles not displaying proper resident or paid non-resident day pass or abandoned vehicles.

- Keep record of vehicles missing documentation 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.

Please submit applications and resumes to info@wildwoodparkdistrict.com Applications can be found at the following link for download: <https://www.wildwoodparkdistrict.com/about-us/jobs/>

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.