



Weko Beach & Campground Seasonal Employment

The City of Bridgman is seeking seasonal help for Weko Beach & Campground. A desirable applicant is friendly, punctual, and reliable, a team player, enjoys being outdoors, and working with the public.

General Requirements:

Starting rate is \$ 13.00/hour

Weko Beach & Campground operates from May-October from 7:00 am to 11:00 pm. Flexible schedule mornings & evenings. Weekends and Holidays are required. A valid driver's license is preferred. Applicant 15 years of age may apply with a valid work permit. Flexible start and end dates are possible if pre-arranged due to school and summer vacations. All employees will be cross trained in every position to ensure the success of the park. This position is part time (~20 hours/week) or full time (40 hours/week).

How to apply: Send all inquiries to Parks and Recreation Director, Sara Ball by email sball@bridgman.org

Park Manager

This individual oversees day-to-day operations of Weko Beach & Campground. The individual is required to lead seasonal staff by delegating daily duties and tasks around the park. Various tasks consist of scheduling of park staff, allocating fee reports, cash handling, handling customer concerns, and routinely taking inventory. Assist with venue rentals. Requires cleaning public facilities and restrooms, trash removal throughout the park, making campground reservations, and assist with concession stand operations when needed. Other duties may be delegated by the Parks Director. **Starting rate for Park Manager is \$15.00/hour.**

Special Event Manager

This individual oversees Weko Beach House venue rentals. Hours may vary depending on when a rental occurs. Venue rentals can occur any day of the week between the hours of 7:00am-12:00am. This individual must be 18 years of age or older with a valid driver's license. Various tasks consist of unlocking the facility, greeting clients, and assisting with their request or questions, cleaning restrooms, trash removal, sweeping, and mopping, cleaning windows, locking and securing the facility after the event. This individual often works alone and can work a 12-hour day depending on the rental time.

Park Attendant

Will proactively work to ensure that park grounds are kept clean, well maintained, and safe for park visitors. This individual is someone who enjoys working outside and being hands-on. This position requires manual labor: occasionally lifting heavy items up to 50 lbs., sand removal, cleaning the facilities and public restrooms, picking up litter within the campground and beach, trash removal, weed whipping or mowing, and weed removal. Maintaining the campground by cleaning firepits, cleaning campsites & cabins, and enforcing park rules and other tasks as assigned.

Campground Office Attendant

Will serve as primary contact for park visitors and greet incoming campers. Various tasks consist of making campground reservations by phone, email or in person, checking campers in and out of the campground, explaining the rules and amenities of the campground, selling merchandise, and answer inquiries about the beach conditions. Collect fees and allocates fee reports, and light maintenance, and other tasks as assigned.

Concession Stand

Will actively greet beachgoers and respond to inquiries. This individual has experience in the food industry but is not required. Various tasks consist of taking orders and point of sale, selling merchandise, prep and serve food, cleaning the facility, and follows direction from supervisors to provide excellent customer service and maintain a clean, hygienic environment in accordance with public health standards.