

Job Posting: Seasonal Park Aid

Employer: Idaho Department of Parks and Recreation

Park Location: Three Island Crossing State Park, Glens Ferry, Idaho (near Mountain Home)

Length of employment: March to October 2020 (may require a 30-day layoff period)

Compensation: Hourly wage: \$10.00 per hour

Hours per Week and Shifts: Min: 20 Max: 40 Monday through Sunday, holidays, weekends and some evenings may be required.

Description: Daily job may include but not limited to:

Clerical duties: Keeping required records and files, preparing correspondence and reports, or filing and compiling data for reports as directed.

Public relations duties: Greeting visitors; maintaining park publication inventory and displays; responding to information requests from management, staff and visitors; providing information in person and via email, phone, and fax.

Building and Grounds Maintenance: General cleaning of visitor center and park 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.

Retail: Maintaining retail displays of resale inventory, ordering replacement inventory, 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.

Interpretive Program: Presenting outdoor campfire 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: Inventorying and monitoring plants and wildlife, treating noxious weeds, repairing fences, working on trails and restoring disturbed landscapes.

Requirements: You should be flexible and able to perform routine maintenance tasks, 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 a valid driver's license. You are required to wear a uniform.

Apply in person/ email or on line:

Three Island State Park

1083 S. Three Island Park Dr.

Glens Ferry, Idaho 83623

(208)366-2394

carla.cameron@idpr.idaho.gov

jamie.bigsby@idpr.idaho.gov

<http://parksandrecreation.idaho.gov/seasonal-employment-application>