**Job Posting**

TOWN OF STAFFORD

**GATE ATTENDANT**

Department: Recreation Commission

Location: Staffordville Lake, 21 Lyons Road, Stafford Springs, CT

Bargaining Unit: Non-union

Wages: Starting pay $16.00 per hour

Posting Dates: April 2, 2024 until positions filled

### General Statement of Duties

The Gate Attendant monitors access points to the Summer Recreation Day Camp grounds and beach waterfront area. The Gate Attendant is primarily responsible for advising patrons and enforcing established rules and regulations pertaining to the Staffordville Beach facility area including validating Town resident status by checking identification. The Gate Attendant monitors activity in and around Camp grounds and parking areas. Recognizes and responds appropriately to emergency situations and provides assistance to Camp and waterfront staff. Requests additional emergency assistance as needed. Performs general cleaning tasks.

### Supervision Received

Works under the direction of the Town of Stafford Aquatics Coordinator.

### Typical Duties

The Gate Attendant will collaborate with Summer Recreation Camp and waterfront staff as needed to ensure smooth operation of the Staffordville Beach facility area. The Gate Attendant will attend all required staff meetings and training sessions.

### Required Qualifications

Must be at least 16 years of age prior to employment

CPR for the Professional Rescuer Certification (infant, child, adult)

First Aid and Oxygen Administration Certification

Must have reliable transportation

Must be able to follow oral and written instructions and communicate effectively. The employee is required to exercise considerable independent judgment and demonstrate commitment to safety and promoting a positive recreation environment while being firm and direct with patrons. The employee will demonstrate maturity, responsibility, enthusiasm, courtesy and cooperative attitude in performing the duties of this position.

**Physical Requirements**

The Gate Attendant position is performed exclusively in an outdoor environment in summer months. Frequently required to sit, stand and walk for extended periods of time. Frequently required to handle or manipulate objects. Occasionally the employee may be required to reach; stoop, kneel, crouch or crawl; climb or balance. Must be able to see and hear. Must be able to lift, push, pull, and move a minimum of fifty (50) pounds. Employee may be exposed to adverse weather conditions including heat, rain, wind, dust and allergens and be exposed to blood, body tissues or fluids or other potentially infectious or toxic substances. The noise level in the setting is moderately noisy.

**Work Schedule**

This is a seasonal position requiring availability of a flexible schedule to include weekends. Gate Attendant staffing needs are for the period June 28, 2024 through August 18, 2024. Gate Attendant hours are M-F 2pm to 6pm during Summer Camp operation and 10am to 6pm daily when Camp is not in session. The Gate Attendant is responsible for securing replacement staff when they are unable to fulfill assigned scheduled shifts and for notifying the Aquatics Coordinator of the replacement. The Gate Attendant will report to work in proper uniform 15 minutes prior to the scheduled hours. This position is not eligible for benefits.

This information is intended only as an illustration of the various types of work that may be performed in this position and must not be construed to be a complete inventory of the position’s duties, responsibilities, and qualifications or as an employment contract.

Qualified applicants should submit an application to the Town of Stafford, Attn: Human Resources, 1 Main St, Stafford Springs, CT 06076 or via email at [HR@staffordct.org](mailto:staffordtownhall@staffordct.org). The Town of Stafford employment application can be found at [www.staffordct.org](http://www.staffordct.org) under Departments, Human Resources.

The Town of Stafford is an Equal Opportunity Employer