

Seward Parks & Recreation

Volunteer Campground Host

Seward, Alaska

Work Period: May 20 – September 15



Position Description

As a volunteer campground host, you serve as the department's on-site representative. You ensure that campers have an amazing experience throughout their stay by providing exceptional customer service, including checking campers in, acting as a local informational guide, and maintaining facilities. You monitor the premises, inform guests of campground rules and regulations, and report violations to Seward Parks & Recreation (SPR) staff and/or the Seward Police Department (SPD).

Benefits

- Free assigned campsite in one of our beautiful campgrounds!
- \$2/day per host (max 2). Paid monthly upon receipt of invoice. Alternatively, submit one invoice for the whole summer and receive a \$50 bonus.

Duties & Responsibilities

- Time Commitment: Minimum 24 hours per week for at least 1 month, including most weekends and all holidays. Work period is May 20 – September 15.
- Create a welcoming environment by assisting campers with check-in, e.g., locating a site.
- Provide campers information about the local area and connect them to relevant resources.
- Check, clean, and restock campground facilities. Report maintenance issues.
- Post your on-site availability publicly and be available as posted.
- Notify SPR staff of significant issues, e.g., safety, security, maintenance, complaints, etc.
- Inform visitors of rules and regulations. Report violations to SPR staff and/or the SPD.
- Maintain an alcohol-free campsite in accordance with campground regulations and City Code.

Schedule

Morning (8:00-11:00), afternoon (2:00 PM), and evening rove (5:00-9:00):

- Conduct walkthrough of campground.
- Pick up trash around camp sites, picnic tables, and fire rings.
- Check restrooms and perform a spot clean. Report maintenance issues.
- Be available to answer questions, give directions, and assist campers.
- Document work hours and submit to SPR staff.
- In the event of an afterhours issue, e.g., unruly guest, contact the Seward Police Department.

Issued Equipment

- Free assigned campsite
- Duty hat and shirt or sweater
- Host sign
- Informational handouts for guests

Gatherings

- Host orientation: Wednesday, May 20, 6 pm, at the Library
- Host appreciation lunch: Wednesday, July 22, noon, at Branson Pavilion

Important Info

- Campers can stay in one space max 14 days before they have to move to another campground.
- Hosts must pay to use the dump station.
- Hosts are **not** allowed to save sites or place a tent/trailer on a site for the purpose of saving it for others. This activity will result in immediate termination.