



CONTRACT POSITION - TERM

Rainey Creek Campground Manager

Opportunity #: 2022-001

Issue Date: May 25, 2022

Closing Time: *Applications must be received by:* 4:00 pm *Local Time on:* June 1, 2022

Rainey Creek Campground is a popular summer campground for tourists offering 15 and 30 AMP sites, tenting spots, and easy access to downtown and hiking trails. Rainey Creek Campground is located in the heart of Stewart, BC, known for its rich mining history.

Under the direction of the District of Stewart's Chief Administrative Officer, the Campground Manager directs the overall operation of the campground to ensure a high-quality experience for all visitors.

Duties and Responsibilities

- Address customer concerns or complaints, enforce rules and handle difficult situations with professionalism (calm, firm and kind).
- Oversee the campground operations to ensure an excellent experience for guests
- Ensuring all campground areas are safe, clean and functional at all times.
- Provide administrative support services for the campground including ordering supplies, record keeping, timesheets and other related duties
- Work with District of Stewart staff
- Develop and implement policies and procedures for daily operations
- Daily garbage removal
- Regular cleaning and maintenance of bathrooms
- Must be available to work long hours, be on call, work split shifts, Days, Evenings and Weekends
- Perform other related duties as assigned by the CAO

Skills

- Excellent customer service; Great interpersonal and communication skills

Requirements

- OFA First Aid Level 1 (Emergency Level First Aid); Current criminal record clearance

Compensation: a Revenue Share will be available

APPLICATIONS:

Qualified candidates are invited to submit their detailed resume and covering letter in confidence to the District of Stewart to:

Gord Howie, CAO
P.O. Box 460, Stewart BC VOT 1W0
(705 Brightwell Street)

Or via email to: CAO@districtofstewart.com

When applying please quote Posting No. 2022-001