

2017 Employment Opportunities – Part-time Seasonal Position

Concessions/Admissions – (ages 16+) - Dansbury Park Pool and Stroudsburg Borough Pool

Provides friendly customer service and cash control in the concession stand and pool admissions; completes daily cash out reports; handles customer conflict and notifies the concession manager for assistance; restocks product and supplies and alerts manager when supplies are needed; conducts daily clean-up tasks, opening and closing procedures, and other duties as assigned by the concession manager; maintain a clean and friendly facility; complies with all Stroud Region Open Space & Recreation (SROSRC) rules, regulations, and procedures

Concession stand specific tasks: takes orders, prepares food, and ensures proper food handling

Pool Admissions specific tasks: handles daily admissions to determine resident or non-resident, collects admission fees; verify season pass holder's cards; record daily admissions and passes on daily attendance log; provides wristbands for participants

****Staff is required to work in the concession stand and pool admissions at either site***

Expectations for Staff:

- Work hours vary as assigned by the Concessions Manager; must be available Sunday – Saturday, including holidays (July 4); season is expected to run for 11 weeks including training
- Participate in staff orientation and training
- Be able to lift at least 25 pounds or more and be on your feet for many hours
- Be able to work in a non-air conditioned environment in various weather conditions
- Work in admissions and/or concessions at either site, as requested by the concession manager
- Work well with others and be respectful to participants, coworkers, and supervisors
- Respond to an emergency situation and perform emergency procedures

Qualifications: specific qualifications relate to each position, refer to the job description for more information. All certifications and clearances are required to be secured by the employee (at their own expense) prior to start date, and maintain valid through duration of seasonal employment with SROSRC.

Certifications must be obtained every 60 months (www.KeepKidsSafe.pa.gov). Returning employees that have current clearances need to affirm that nothing has changed

- PA Child Abuse Clearance visit www.compass.state.pa.us/cwis
- PA Criminal Record Check for Employment visit <https://epatch.state.pa.us/>
- FBI Fingerprint Check visit <https://www.pa.cogentid.com/index.htm> (Dept. of Human Services)
- American Red Cross Adult/Child CPR/AED and First Aid Certifications (training will be available)
- Mandated reporter course certificate (training will be available)

Application Procedures:

1. Visit www.srosrc.org to download application (Employment page)
2. Submit completed application, resume, and copies of all certifications and clearances
3. Mail to or drop off to the SROSRC office, located in the Day Street Community Center, 15 Day Street, East Stroudsburg, PA 18301