



# WESTKOOTENAY PARKS

## Park Manager

### Blanket Creek/Martha Creek/McDonald Creek

**STARTING WAGE:** \$29.00/H with Health/Dental benefit, and Fuel expense.

**PERIOD OF EMPLOYMENT:** Mid-April to end of September 2026

**HOURS:** 40 Hrs./week; 10hr shifts; 3 days off.

**WORK LOCATION:** Blanket Creek/Martha Creek Provincial Park is 20 minutes out of Revelstoke, or McDonald Creek, Nakusp, reliable transportation is required for all locations.

#### QUALIFICATIONS:

- Valid Class 5 Driver's License
- Current First Aid certification - minimum 8 hr. Is requires to be considered.
- WHMIS Certification.
- A Driver's Abstract and a Criminal Record Check will be needed upon hiring.

#### PREFERRED EXPERIENCE:

- Supervisory experience.
- Practical experience in the use and maintenance of grounds keeping equipment.
- Sales experience, use of debit/credit, balancing funds, accurate cash outs, with excellent public relations abilities.
- Public safety and security, managing behaviour, and ability to work as a team with staff and volunteers.
- Visitor/customer service in a park or campground setting.
- Local knowledge of visitor opportunities
- Janitorial and facility maintenance experience.

#### DUTIES:

- Run the Operational Maintenance duties, assign task including daily clean up of campsites, washrooms, picnic, and day use areas within a provincial park.
- Providing support, monitor performance, give feedback, and correct performance issues, ensure success through positive leadership.
- Prepare and run the weekly staff meetings as a means for open forum of staff input identify operational issues and solutions collectively.
- Always ensure employee and public safety.
- Maintains accurately digital records of parks sales and attendance, supervise cash out and staff timesheet and use the web base reservation system.

**Resume with Cover Letter** and **2 References** contacts must be emailed to [office@westkootenayparks.com](mailto:office@westkootenayparks.com).

**Only** chosen candidates with the required documents will be considered, interview invitation will be emailed 10 days prior to interview block starting March 24<sup>th</sup>.