



## PORT SUSAN CAMPING CLUB

### Job Title: Ranger – Full Time/Part Time

**Job Purpose:** To safeguard Port Susan members, their guests and their property in accordance with the rules and Regulations' established by the Board of Directors within the framework of the 1996 By-Laws, in a Member-friendly manner.

**Reports to:** Park Manager

#### Salary Range

\$18.00 - \$20.00

#### Type of Position:

- Full Time  
 Part Time  
 Nonexempt

#### Hours

- May be required to work up to 40 hours per week, possible split shifts.
- No overtime is expected, but may be required occasionally.
- May be required to work on Holidays, weekends and evenings.
- Expected to perform all duties of full-time Rangers and Head Ranger.

### MINIMUM QUALIFICATONS:

- Valid Washington State Driver's License.
- Bondable.
- Must be able to pass a background check
- Pleasant attitude and tidy appearance
- Upon request, provide references of dependability and good work habits.

### GENERAL DESCRIPTION:

- Be an Ambassador of Good Will to everyone in the Park at all times.
- Be completely familiar with Park Rules and Regulations and the provisions of the By-Laws and Settlement Agreement.
- Diplomatically ensure that all Park rules and regulations for the use of Park facilities and activities are followed by all members and their guests and that they use these facilities in an appropriate manner. Write clear and concise warning and violations when appropriate.
- Develop and maintain a comprehensive knowledge of Park streets, roads and facilities.
- Be fully prepared to quickly and efficiently escort emergency and law enforcement vehicles to member sites and control emergency situations as required.
- Provide on-site assistance for Members including First Aid and/or CPR as required.
- Perform Roving Patrols in the Park to safeguard Members, their guests and their property in accordance with current operating procedures.
- Provide gate traffic surveillance to safeguard Members, their guests and their property in accordance with current operating procedures.
- Log and validate visitor passes to ensure only Member-approved guests are permitted in the Park.
- Enter significant events in the Ranger Log which may impact the safety and security of the Park.
- Understand and enforce the gate card system to monitor site usage in accordance with current operating procedures.
- Monitor water system pump houses and booster stations.
- Check and secure all buildings and Salt Water Beach each night and open each location every morning as appropriate.
- Regularly check all comfort stations and storage lots to prevent vandalism and damage.
- Investigate Problem Reports and complaints filed by Members as directed.
- Record and deliver messages for Members as requested.
- Perform wellness checks for Members as requested.
- Keep the front gate and rate gate Ranger Base clean and neat, and police the areas around the entrances and throughout the Park.
- Assist other organizational units as requested.

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**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_