



Grand County

Job Description

Title:	Recreation Technician I	Job Code:	2517
Division:	Operations	Effective Date:	09/2017
Department:	Sand Flats Recreation Area	Last Revised:	01/2023

GENERAL PURPOSE

Performs a variety of **working level, skilled and semi-skilled duties** related to visitor orientation and safety, resource protection, and facility maintenance. Performs duties designed to protect and maintain the visitor facilities and natural resources of the Sand Flats Recreation Area helping to provide a positive recreational experience to all users.

SUPERVISION RECEIVED

Works under the close to general supervision of the Sand Flats Director or Assistant Directors. May receive close to general supervision from a Lead Recreation Technician on a project-by-project basis.

SUPERVISION EXERCISED

May provide immediate to close supervision to Sand Flats Apprentice while in training or on a project-by-project basis. May provide immediate supervision to adult and/or youth volunteers.

ESSENTIAL FUNCTIONS

Operations/Visitor Services: Informs and educates a variety of user groups including bicyclists, motorcyclists, hikers, four-wheel drive and all-terrain vehicle users and campers about appropriate recreational use of the Sand Flats Recreation Area.

Operates fee collection booth, collects fees, and performs remits and bank deposits.

Performs campground compliance patrols and field fee collection.

Performs backcountry compliance patrols of all routes and trails on foot, in vehicles or on bicycles.

Provides or presents accurate information about Sand Flats Recreation Area including orientation, natural history, public lands management and regulations.

Operations & Maintenance: Performs day-to-day maintenance and upkeep for visitor facilities such as campground sites and associated facilities, trail and trailheads, visitor information kiosks and fencing.

Cleans and maintains all trailhead facilities, cleans and maintains all campsite facilities.

Assists in installation and maintenance of visitor facilities such as campgrounds, toilets, information kiosks, fences and trails.

Assists in land management projects such as vegetative restoration, transplanting and long term monitoring.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:
 - A. Graduation from high school;
 - AND
 - B. Two (2) years of experience performing above or related duties;
 - OR
 - C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Some knowledge of working in a Recreation Area setting; basic workplace safety practices and the safe use of basic tools and protective equipment; safe driving practices; use of computers and software applications that include Microsoft Excel, Word and Outlook; basic interpersonal communication practices and public relations; general facilities security methods, processes and procedures.

Skill in customer service, basic math and money handling, working as part of a team, basic maintenance, outdoor safety.

Ability to work in a fee booth alone or with others under sometime stressful conditions; provide excellent customer service while accurately handling money; communicate effectively with the public; perform campground patrols checking for compliance; call law enforcement as needed; perform backcountry patrols in a safe and efficient manner; perform general maintenance helping to keep the area clean and safe; properly use and maintain basic tools and equipment; use 2 way radio, computer and phone systems; balance team and individual responsibilities; exhibit objectivity independent to others views; gives and welcomes feedback contributes to building a positive team spirit; be self-motivated and work independently; follow established Sand Flats Recreation Area and County Policies and Procedures.

3. Special Qualifications:

Must be at least 21 years of age.

Must work a varied work schedule including holidays, weekends, split shifts and evenings.

Must have Basic First Aid and CPR certification or ability to obtain within one month of hire.

Must possess a valid Utah Driver's license.

Must complete a twelve (12) month introductory/orientation period as a prerequisite to this position.

Must successfully pass and maintain all requirements of criminal history background checks.

Must successfully complete pre-employment drug screening.

4. Work Environment:

Performs manual work. Works with medium to heavy weights with frequent pushing, pulling, lifting and/ or carrying that may be in difficult positions. Must be able to bend, reach, push, pull, squat climb grasp and lift 35 pounds to waist level. Work is performed outside primarily and conditions may include continuous exposure to dust, fumes, dampness, cold, heat, pollens and organic materials, insects, vibration shaking, bouncing and all types of weather conditions; potential exposure to biohazards- biological waste and garbage in toilet areas, fire rings and campgrounds. May be stressful, busy and fast paced, with extensive public contact.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date _____
(Employee)