

Seasonal Part/Time Splash Pad Attendant

Remember that the most important thing we can do is to make sure that we provide the kids and adults a safe environment.

- The Splash Pad staff is made up of one-two staff member(s) and is referred to as Splash Pad Attendant.
- Attendant must be stationed at the designated "post" to handle admissions, as well as supervise Splash Pad attendees.
- Attendant is responsible for completing the Splash Pad's Daily Checklist prior to opening each morning and after closing each evening.
- Attendant must report to work in uniform, which is WCRD staff shirt and khaki shorts. Shorts must be an appropriate length (mid-thigh) with no holes or tattering. WCRD will provide staff shirt.
- Attendant must have a whistle, in their possession, at all times to correct improper behavior or rule breakers.
- Attendant must be able to work shifts, weekends, and holidays.
- Attendant must be able to lift 50 pounds.
- Attendant must be able to attend to minor injuries and follow safety guidelines for handling more serious injuries.
- Attendant must be able to make decision concerning bad weather and take necessary precautions.
- Attendant is responsible for securing the Splash Pad prior to leaving each day. This includes locking building and gates.

Certification

Must be currently certified in CPR and First Aid Training. Copy of certification card(s) must be turned in with job application.

Safety Procedures

1. Splash Pad attendant is to enforce and follow all the posted "Splash Pad Rules."
2. Splash Pad attendant must be on the pad at all times.
3. A First Aid Kit is on-site in a designated place at all times. Attendant should handle "minor" injuries.
4. In the event of a serious injury requiring medical attention, the attendant or designated person shall dial 911 immediately, then notify WCRD office and Jane Colson, Director.
5. Any injury requiring medical attention must be documented by completing an Accident/Incident Report. Also, if it is a child, contact a parent if possible.
6. A phone is located inside the building for emergency use and for children to call for a ride. Calls limited to one minute.
7. Cell phones are not permitted to be used by attendant while supervising the pad. All of your attention must be on the attendees at all times. Absolutely no texting or internet surfing.

Revised 2017

Prior to Opening Duties

- Walk around Splash Pad and make sure everything is safe and clean.
- Set out umbrellas on tables.
- Check chemicals and reservoir of water to be sure it is clear.
- Set up to receive attendees.
- Pick up trash around fences and parking lot.

After Closing Duties

- Clean restrooms, breezeway, Splash Pad, and eating area thoroughly.
- Empty all trash containers and put in new plastic bags. Take trash to trash receptacle outside.
- Wash out filtration filters.
- Check chemicals.
- Bring in umbrellas.
- Complete daily Splash Pad report concerning admission money.
- Drop off bank bag at Citizens Bank after leaving the Splash Pad.