

SEASONAL VILLAGE ATTENDANT

Genesee County Parks and Recreation Commission

GENERAL STATEMENT OF DUTIES:

Performs work in the interpretation of buildings, artifacts, customs, and life in general as it relates to living in Michigan during the mid to late 1800's; performs and demonstrates period folk customs, skills and crafts; retail clerk/cashier duties; teaches such skills and crafts and may be required to supervise other staff and volunteers.

STATEMENT OF TASKS:

- Demonstrate mid to late 1800's skills and crafts.
- Interprets for the Park Visitors period skills, crafts, and methodology, as well as history of buildings, artifacts, and customs.
- Participates in the instruction of school children and other groups in the period skills and crafts.
- Operates equipment and machinery as necessary to carry out assigned duties.
- Participates in promoting, constructing, and interpreting exhibits, demonstrations, and programs related to Historical Crossroads Village.
- May be required to do research in connection with Crossroads Village.
- May supervise assigned employees and volunteers.
- Trains other employees in various skills and crafts.
- Performs routine maintenance and custodial duties as assigned.
- May be required to perform in a dramatization.
- Performs cashier duties at retail and ticket sales locations.

The class specification above is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all of the duties an employee assigned to this class may be required to perform.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Skill to perform, demonstrates, teach, and interpret skills and crafts associated with the mid to late 1800's.
- Ability to effectively communicate orally to individuals and groups.
- Ability to perform "role playing" in Village scenario as required.
- Ability to effectively supervise employees.
- Ability to perform basic mathematical computations.
- Ability to accurately fill out forms and keep records.

MINIMUM QUALIFICATIONS:

- Ability to work individually and in a group.
- Ability to read, write, and do basic addition and subtraction math.

SPECIAL REQUIREMENTS:

- Must be willing to work weekends, holidays, and irregular hours as scheduled and or as directed.
- Will be required to wear a prescribed work uniform or costume to comply with the Village dress code.
- Must be courteous in dealing with the general public and fellow staff members.

NOTICE:

Working papers must be supplied by anyone less than 18 years of age. They may be obtained at your High School or former High School.

RATE OF PAY

\$9.25 per hour.

1/12/2015