



James J. Ryan  
Chief Aide/Human Resources

# **Town of Salisbury**

## **5 Beach Road**

### **Salisbury, Massachusetts 01952**

(T) 978-462-8232 x125  
(F) 978-499-3890

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## **BEACH CENTER AMBASSADOR**

### **POSITION OVERVIEW**

**POSITION:** Beach Center Ambassador

**DEPARTMENT:** Parks & Recreation

**HOURS OF WORK:** Hours Vary/Flexible

**CLASSIFICATION:** Seasonal Part-time, Non-Union, FLSA

**COMPENSATION:** \$16 hourly

This role represents the Town of Salisbury in the Salisbury beach center monitoring games and keeping the center clean throughout the day.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Responsibilities include, but are not limited to, the following and other reasonably related tasks:

- Opening and closing the beach center's lawn and dining area
- Cleaning tables, chairs, vacuuming, and spot sweeping
- Emptying trash receptacles
- Setting up and breaking down beach center equipment
- Setting up and monitoring games
- Assisting the PRA with event planning tasks
- Interacting with guests in a welcoming, positive, and friendly manner
- Assisting with Town sponsored entertainment
- Assisting visitors with parking kiosks
- Telling visitors about local Salisbury attractions
- Assists guests with usage of the Welcome Center Information Kiosk

### **SUPERVISION**

Reports to the Parks & Recreation Administrator, the Welcome Center Custodian, or other Town employees as necessary.

### **REQUIRED SKILLS AND QUALITIES**

Ability to relate well with people. Ability to follow directions and policy. Ability to learn new tasks quickly and thoroughly. Ability to work independently, communicate effectively, and get along well with people. Ability to work outside (in all weather conditions) as needed. Ability to work safely in a fast-paced area with a lot of vehicular and pedestrian traffic.

### **MINIMUM QUALIFICATIONS**

To be considered for this position, applicants must have at a minimum the following:

- Minimum of one (1) year experience working with the public
- Must be able to pass a CORI

- Must be have a reliable means of transportation

## **WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS**

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. Individual must possess average hearing ability. The noise level in the work environment is usually moderate to high.

Employee must be able to lift and/or move up to 25 pounds. Spends time sitting, standing, and walking while performing beach attendant duties. Must be able to stoop, kneel, balance, reach, crawl, and crouch while performing duties. While performing the duties of the job, the employee regularly works in various weather conditions and will be exposed to wet, humid, and other climatic environments. Attendance throughout shift is mandatory.

Reasonable accommodations may be made to help individuals with disabilities to perform the essential functions.

## **APPLICATION INSTRUCTIONS**

Interested applicants must send a resume and three references to Human Resources in order to be considered for this position. Applicants are asked to send the aforementioned to [jobs@salisburyma.gov](mailto:jobs@salisburyma.gov) or by mail to the following address:

**James J. Ryan  
Town Hall/Human Resources  
5 Beach Road  
Salisbury, MA 01952**

This **position will be open until filled** and consideration will be given to applicants in the order in which applications are received.

\*The Town of Salisbury is an EEO/ADA Employer\*