

TI PARK CORPORATION

DOCK MASTER JOB DESCRIPTION

Summary: The Dock Master is essentially the ambassador of the Pavilion dock/marina and is the first person with whom a boating guest and/or Park visitor will interact. He or she will: assist with the safe mooring of vessels, oversee the general operation of the Pavilion docks, maintain a safe and clean environment throughout the Pavilion building, main docks and gas dock facilities, and follow all related TI Park rules and regulations.

In order to maintain a position of authority, the Dock Master position is intended for a person who is 18 years of age or older.

The TI Park Dock Master will wear an appropriate dock-master identification shirt.

Dock Master Duties:

- Direct, move, and assist with the secure mooring of vessels
- Assist with traffic management along the Pavilion waterway
- Provide assistance to boaters as needed
- Clean Pavilion area and maintain a safe and orderly environment
- Collect any required dockage fees and monitor dock usage
- Monitor Pavilion area for any prohibited activities
- Maintain accurate records related to dockage fees and/or security issues
- Report and document safety hazards, potentially hazardous conditions, and unsafe practices and procedures
- Monitor facility usage - residents vs. non-residents [Conduct and Noise]
- Trash collection, cleaning and disinfecting of public restroom
- Assist with Maintenance Department or Security activities as needed

Dock Master Authority: Dock Master will have authority to interpret and enforce TI Park rules and regulations in the best interests of the Park.

Dock Master Supervision: Dock Master will report to the TI Park Corporation General Manager. Immediate issues will be directed to the General Manager or Facility staff.

Work Schedule: Dock Master/s can expect to work five or six days per week, four to eight hours per day (including weekends) in the months of June, July and August. (Note: work hours may be shared and/or divided depending on how many Dock Masters are hired).

Application: Employment applications can be obtained from the TI Park Corporation website at www.tiparkcorp.com or by calling 315-482-2576.