

Big Lake State Park Campground Host Duties

Craig, Mo.

Number of Hosts	Months Available	Pay Mileage?	Contact
2	January-December	Yes	660-771-6341

Visitor Assistance:

- Become familiar with Missouri State Park rules
- Provide information (brochures and directions)
- Help campers find available site
- Maintain a current log of campers
- Inform visitors of park rules and violations

Fee Collection:

- Report to office every morning to turn in paperwork, money and pick up reports.
- Use a tough book computer to collect and make sales at the site.
- Make sure that all sites are paid and have camping permits posted.
- Post incoming camping permits by 11 am each day. Pull expired permits by 2 pm each day.
- Rent canoes and kayaks during designated hours. Make sure all paddles and life jackets are returned with watercraft. Collect fees for non-returned items.

Light Maintenance:

- Check Pit Toilets (2), Shower Houses (2) and Day Use Restroom (1) periodically each day.
- Pick up litter in campground and at cabins. Also assist with litter throughout the rest of the park as time allows.
- Check for trash in campsite and cabin fire pits (clean if needed) and dispose of miscellaneous debris properly.

Monitoring the Campground:

- Make periodic rounds through park in golf cart checking for rule violations and inform visitors of park rules.
- Inform full time park staff of any problems, ideas for improvement, & complaints.

Big Lake State Park has three full time employees. We generally have 2 Campground Hosts on site from April 15 through October 31. The hosts are responsible for greeting and checking in campground and cabin guests. We have a tough book laptop that allows hosts to check in park guests and make sales at their site, which eliminates the need for a check station and seasonal help

Camp hosts shall be model campers during their period of duty, supporting all rules and regulations of the Division of State Parks and setting a good example for other park patrons. Camp hosts will be provided with a copy of pertinent park rules for their information and guidance. All hosts are expected to work together with each other and park staff. Failure to do so will not be tolerated.