



Campground Manager



About the Campground Manager role

The Campground Manager is responsible for the overall operations and management of a campground or recreational facility including the public beach. This includes ensuring the safety of campers, staff, and visitors, providing administrative support, and overseeing the maintenance and upkeep of the grounds and facilities. The Campground Manager must also develop and implement programs, activities, and events to ensure a quality experience for all campers and staff.

Role Purpose

The purpose of a Campground Manager is to oversee the daily operations of a campground facility and public beach and ensure that it runs smoothly and efficiently. This role involves managing staff, ensuring rules are followed, and developing and implementing campground activities and programs. The Campground Manager also works to ensure the safety and well-being of campers, maintain appropriate facility standards, and ensure the campground provides a high-quality experience for all guests. Additionally, the Campground Manager may also be responsible for tracking and managing the campground budget and fundraising efforts. The Campground Manager must have excellent communication and organizational skills as well as the ability to motivate and lead a team.

Campground Manager Duties

- Supervise staff and oversee daily operations of the campground and public beach
- Ensure adherence to campground and public beach guidelines, policies, and procedures
- Organize and lead campground activities and events
- Prepare and manage campground budget, ordering supplies when necessary
- Ensure safety and cleanliness of campground and public beach area
- Resolve conflicts and provide support to campers and staff
- Maintain records and prepare reports

Campground Manager Requirements

- Strong communication and interpersonal skills
- Strong leadership skills – has the ability to manage staff and volunteers
- Organizational, problem-solving, and decision making skills
- Computer literate
- Flexible and adaptable to change
- Ability to work independently
- Carpentry, plumbing and mechanical skills
- Stay onsite from opening weekend in May until closing weekend in the fall

Interested parties can submit their resume via **email** to:

info@municipalityofgrandlake.ca

or **in-person** to the attention of **Andrea Mazerolle** at either:

Chipman Municipal Office
10 Civic Court, Unit 1
Chipman, NB E4A 2H9

or

Minto Municipal Office
420 Pleasant Drive
Minto, NB E4B 2T3

Closing date for this competition is **April 25, 2025**.