



Summer Staff Job Description

Job Status: Part-Time, Hourly (30-35 hours weekly)

Tall Oaks is looking for Summer Staff for the 2025 summer season. The ideal candidate will thrive working with others as a team both indoors and outdoors in a fast paced environment. Flexibility in a dynamic environment with diverse user groups is a must. Tall Oaks Summer Staff interact with all Tall Oaks Management and other summer staff in order to complete job tasks.

Job Duties

- Lifeguard: duties include ensuring safety procedures are followed, providing first aid, cleaning pool, complete in-services, check equipment, and checking chemical levels as needed and prior to group use
- Food Service: prep food, serve food, wash dishes, and other duties as needed under direction of Director of Hospitality
- Housekeeping: working with Director of Hospitality to clean cabins and various spaces after and before guests or groups arrive
- Maintenance or Grounds assistance: assisting with maintenance and grounds as needed
- Strong communication skills; communicating with guests and coworkers in order to maintain positive relations with all Tall Oaks groups
- Summer Staff will be assigned 30 -35 hours a week; standard shift is 6 hours operating hours vary based on user group needs.
- Other duties assigned by Director of Hospitality, Director of Administration and Reservations, or Executive Director

Qualifications

- Must be 18 years old before June 1, 2025
- Lifeguard certified or willing to become certified
- HS diploma preferred
- Ability to lift and move 50 pounds, occasionally.
- Ability to address stressful situations appropriately in a fast-paced, interactive environment.

Benefits

- Housing on campus provided from May-Aug (if preferred)
- On-site meals when groups are present on campus
- All necessary certifications paid for by Tall Oaks, while on staff
- Use of recreational facilities when groups are not on campus; fire pits and scheduled use of other areas.
- Training and/or necessary certifications provided by Tall Oaks