

## Montauk State Park Campground Host Duties

Salem, Mo.

Number of Hosts	Months Available	Pay Mileage?	Contact
3	February-November	Yes	573-548-2201

- Check in at park office between 8:30 and 9:00 am to pick up daily reports.
- Work at check station using computer on scheduled days.
- Before checkout time (2:00 pm) pull expired camping permits and notify park staff if campers are not vacating their site on time.
- Make a list off unoccupied or unpaid first come first serve sites and give to attendant at opening.
- At 7:00 pm, pick up a list of vacancy tags to be pulled. Pull tags and return. Determine which sites need to pay camping fees and report to attendant.
- Make sure all sites are paid and have camping permits posted.
- Assist check station attendants with any requests they may have through the evening.
- Pick up litter around campsites and playground.
- Find vacant sites for incoming campers as needed.
- Assist with collection of recyclables.
- Answer camper questions and patrol campgrounds. Check for more than two tents, or one trailer and one tent on a campsite. Check for dogs off leashes and noise.
- Tell bicycle riders after dark, no riding without front and rear lights on bicycles.
- Assist with special event or campground projects.
- Restrooms need to be checked each evening. On weekends (Friday and Saturday) two checks should be made. The following items should be inspected:
  - Refill empty toilet paper dispensers
  - Pick up any litter or obviously abandoned items
  - Wipe standing water off counters and check soap dispensers
  - Examine toilet and shower stalls for vandalism
  - Plunge any un-flushable toilets
  - Sweep leaves or dirt away from entryways
  - Remove litter and old soap from shower stalls