



Sioux Valley Dakota Nation  
Employment Opportunity  
**RV and Tube Park Manager**  
Grand Valley Park  
Full-time, Permanent

---

**POSITION SUMMARY:** The RV and Tube Park Manager is responsible for overseeing the day-to-day operations of the RV Park, and to manage all aspects of the Tubing Park operation, This individual is responsible for operating the tube park slide and lifts in a safe and courteous manner, and the individual manages all aspects of private or public campgrounds in a safe and professional manner.

**DUTIES INCLUDE:**

- Responsible for supervision and covering shifts of RV and Tube Park Team Members
- Ensure that all RV and Tube Park Team Members adhere to the policies and procedures
- Oversee check-in/check-out and collect payments in compliance with cash handling, credit card processing and accounting policies and procedures
- Ensure that the arrivals checklist is updated daily and that inconsistencies are investigated immediately
- Pre-register, block reservations, handle group bookings and, as appropriate, takes same day and future reservations
- Hiring, training, managing and scheduling of all staff
- Management of snow making, grooming, lift operations, and customer service team
- Budget of all operations expenditures (including wages) and adapt staffing levels that are appropriate to needs of the business
- Schedule staff for special occasions and groups, in addition to everyday business
- Provide and maintain a positive and safe work environment
- Provide and collect daily paperwork and reports as required
- Perform regular inspections of property; repair and report maintenance of property and equipment as necessary. Request assistance from proper personnel as needed
- Provides professional, and friendly customer services to guests
- Performs daily operations including organizing the tubes and setting up the park daily
- Create and maintain a safe environment for guests visiting the tubing and sliding areas
- Stock, order and receive supplies for RV Park facilities
- Keep area clean, pick up trash
- Schedule staff based upon level of business and safe operation of the tube park
- Perform other duties as required.

**QUALIFICATIONS:**

- Be able to be on their feet for a full shift, up to 8 hours, while standing outdoors in all weather conditions (winter conditions)
- Be able to physically meet the demands of the role
- Team player with a positive attitude and a willingness to learn and accept feedback
- Willingness to undertake physical tasks such as shoveling snow on a regular basis
- Self-motivating, with the ability to communicate a sense of urgency to others
- Strong leadership and organizational skills
- Understanding of mechanical systems
- Attention to detail including cleanliness and repairs

**Competition Number: 2022139**

**APPLICATION DEADLINE: December 9, 2022 4:00 pm**

Submit Cover letter and Resume indicating Competition Number:  
Human Resources Department  
Sioux Valley Dakota Nation  
P.O. Box 38  
Griswold, Manitoba R0M 0S0  
Phone: 204-855-2760 Fax: 204-855-2131 E-mail: [happlications@svdngovernance.com](mailto:happlications@svdngovernance.com)

We thank all who apply but only those selected for an interview will be contacted.