



Chippewas of RAMA
First Nation

Employment Opportunity

Job Title: **Black River Wilderness Park Manager**
 Job Code: BUS640
 Department: Black River Wilderness Park
 Reports to: General Manager Business Operations

Date Posted: 14-Dec-21
 Date Closed: 1-Feb-22
 (5:00 pm)

****SPECIAL PROJECT FOR REGISTERED RAMA MEMBERS OR SPOUSE/CHILD OF MEMBER****
 The Chippewas of Rama First Nation supports the United Nations Declaration on the Rights of Indigenous Peoples. Specifically, Rama supports the training, education and employment of Indigenous People.

Employment Classification: Full-Time with Benefits
 Availability & Term: Approx Start Date: March 2022
 Remuneration: \$27.07 to \$30.57 based on experience

JOB PURPOSE/SUMMARY

Black River Wilderness Park is 180 acres of beautiful wilderness with serviced/unserviced RV and tent sites as well as rustic cabins and yurts, all surrounded by the Black River. As manager, you will oversee all aspects of park operations including the reservation platform and guest services, care for the park's walking trails and public guest areas as well as ensure the entry points along the river are maintained. With a focus on maintaining our premium position in the market, you will oversee staff training & development and the execution of a recreation and cultural programs for campers and guests. This is a wonderful opportunity for an outdoor enthusiast with a passion for our heritage and a love of our community and culture.

QUALIFICATIONS

- Education:**
 - College Diploma with proven business/human resource experience.
- Skills and Abilities:**
 - Superior leadership skills with demonstrated ability to foster a culture of engagement that drives a superior guest experience.
 - Excellent business acumen.
 - Must be people oriented with exceptional customer service skills.
 - Strong understanding of the operational demands of the park with the ability to work flexible hours and willingness to respond as needed to meet those demands.
 - Knowledge of Indigenous culture and language and an understanding of the role the land and water play to First Nations people.
 - Strong physical resilience that would enable foot patrol on the rugged terrain.
 - Some knowledge of electrical and the ability to troubleshoot and do light repairs & ground work.
 - Ability to operate grounds equipment, including whipper snipper & lawn mower.
- Experience:**
 - Previous experience in a management role with responsibility for managing staff including scheduling & payroll, employee training & development and team building.
 - Budget preparation and financial oversight experience.
 - Previous outdoor interpretive experience.
 - Experience with online reservations/booking systems an asset.
- Other:**
 - A Vulnerable Sector Screening is required for this position.

Qualified applicants may submit their cover letter and resume to the attention of:

Charlene Benson, Human Resources Manager
 Chippewas of Rama First Nation
 5884 Rama Road, Suite 200, Rama, Ontario L3V 6H6
 Fax: (705) 325-4718 Email: charleneb@ramafirstnation.ca

**** ONLY THOSE APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED ****

Rama First Nation is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise Human Resources if you require any accommodation to ensure you can participate fully and equally during the recruitment and selection process.



Job Description

Job Last Updated: 9-Dec-21

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Reports to:	General Manager Business Operations

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KEY JOB FUNCTIONS/RESPONSIBILITIES

- Manage the day to day operations of Black River Wilderness Park.
- Ensure superior guest service for all campers and guests at Black River Wilderness Park.
- Interact regularly with guests.
- Recognize and defuse emerging situations before they escalate.
- Develop and maintain a strong working relationship with park management and staff.
- Work collaboratively with the RFN Finance Department on all aspects of financial reporting for the business.
- Maintain open communication with RFN Security to ensure safety of park and guests.
- Explore opportunities for new initiatives that will enhance the guest experience.
- Assist with the maintenance and erection of Black River Wilderness Park Tipis.
- Troubleshoot maintenance issues (i.e. to recognize and correct breaker issues with electricity).
- Lead by example and assist staff with maintaining the park including cleaning of cabins, yurts, washrooms & fire pits as well as perform some ground work including shore maintenance.
- Maintain a flexible work schedule and respond to issues during off hours as necessary.