

Gatekeeper Agreement

The position of gatekeeper at SISCRA's Willow Creek Campground begins in May and ends in September each year. It is a four (4) days on and four (4) days off position that requires two (2) people to perform the duties listed below for an eight (8) hour shift from 8AM to 5PM except on Fridays where the shift may be from 8AM to 9PM. A salary will be paid monthly plus a free RV camping site and holding tank pumping. In case of an emergency or requested time off the day (s) or hour(s) need to be coordinated among fellow gate house personnel. If time off cannot be coordinated and someone else works your shift(s) salaries will be adjusted accordingly.

The Gatekeepers duties are as follows:

1. To register all campers who come into the park with the forms provided by SISCRA.
2. Collect all money due for campground use and SISCRA membership.
3. Keep an account of the occupied campsites (space numbers) and dates of their registration and departure. Gatekeepers are to provide an account of all transactions.
4. To keep order in the park in as much as they are able. If the gatekeeper sees rules being broken, or are told of such, they may speak to the offender in a courteous way and try to correct the problem. When further assistance is needed, they should contact a Board Member.
5. At the end of the day, the gatekeeper must report accurate totals of the money taken in during that day, balance the cash register and record the results. Forms are provided for these procedures. The treasurer will keep permanent records for all transactions, but accurate reporting is the responsibility of the gatekeepers.
6. The gatekeeper should consult the executive committee of any problems they encounter. The President or Vice President has the final word as to the actions to be taken.
7. At the present time campers are allowed to select their own campsites with the exception of the reserved group areas. If the park is crowded, the gatekeepers may assign spaces to them.
8. You will be required to make AM and PM trips through the campground checking on campsite availability and rule infractions.

I (We) have read these articles and understand the duties of the gatekeeper of SISCRA's Willow Creek campground.

Gatekeeper's Signature	Date	Salary
Gatekeeper's Signature	Date	Salary

This contract has been authorized and approved by the Board of Directors.
We hereby witness this agreement.

President's Signature	Date
Secretary's Signature	Date