



**Title:** City Beach Manager

**Location:** City Beach, Whitefish

**Season:** May 18 – September 10

**Schedule:** Full-time; includes weekends and holidays

**Pay Range:** \$20–\$22 per hour

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### **Job Summary**

The City Beach & Water Sports Rental Manager leads daily operations at a busy public beach and water sports rental area. This seasonal role focuses on creating a positive environment, connecting people through great service and teamwork, and following through on commitments to ensure safe, reliable operations. Responsibilities include supervising teenage staff, managing kayak and SUP rentals, handling cash, using booking software, and prioritizing safety.

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### **Responsibilities**

- Supervise and support teenage employees in a positive, respectful work environment
  - Lead by example and ensure follow-through on daily responsibilities
  - Manage kayak and SUP rentals, including reservations and waivers, using booking software
  - Open and close daily operations and maintain accurate rental availability
  - Enforce safety rules, city policies, and procedures
  - Handle cash, reconcile sales, and complete daily reports
  - Maintain and inspect kayaks, SUPs, paddles, life jackets, and safety equipment
  - Respond appropriately to customer concerns or emergencies
  - Keep beach and rental areas clean and organized
  - Create weekly schedules for City Beach Staff
  - Keep track of Food and Beverage items, anticipate item restocks and communicate to Manager
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### **Qualifications**

- Leadership or supervisory experience preferred
- Comfortable managing teenagers
- Strong communication and organizational skills
- Trustworthy with cash handling
- Experience with booking software (or ability to learn)
- Ability to work outdoors and lift kayaks/SUPs
- CPR and First Aid preferred
- Safety-focused and dependable