The Town of Tolland seeks applications for night and weekend Lodge Supervisors working at Crandall’s Lodge. Duties include: supervision of events, cleaning of the facility, breaking down and setting up events, and other duties. Applicants need to be able to lift and move heavy tables. Pay will be $15.00 per hour and is on an as needed basis. Applications are available in the Town Manager’s Office, Hicks Municipal Center, 21 Tolland Green, Tolland, CT 06084 or at www.tolland.org under Help Center. All applications are due back to the Town Manager’s Office. EOE/AA

General Responsibility:
The Lodge Supervisor serves as the primary on site contact for individuals renting the Lodge at Crandall Park II.

Qualifications:
- Must be at least 18 years old
- Organized with good communication skills.
- Possess strong leadership skills.
- Emotionally mature, willing to accept responsibility.
- Team player that can relate positively to all staff, volunteers and patrons.
- Able to lift at least 10 pounds.

Specific Responsibilities:
- Occasionally walk around the facility observing equipment for defects, observing participants for misuse of the lodge or inappropriate conduct, periodically checking bathrooms for problems, and a positive attitude to the patrons using the facility.
- Ensure the proper use and care of the Lodge.
- Ensuring that a safe and equitable environment exists at all times for all participants.
- Recording and reporting of accidents, injuries, and emergency situations.
- Ensuring that all participants follow operating and usage policies.
- Overseeing preparation, usage, and clean-up for events.
- Maintaining a clean facility.
- Being able to complete tasks efficiently and without very close supervision.
- Work closely with other employees.
- Be a supportive team player and leader for the Tolland Recreation Department.
- All other duties as assigned by Director of Recreation.

Reports to: Director of Recreation
Salary: Starting at $15.00 per hour
Dates of Service: ASAP; per-diem