Livery Staff will provide daily supervision of our Crooked River Adventures canoe/kayak livery. Responsibilities will include cash handling, preparing for trips, ensuring safety of participants, and running shuttles to transport participants.

Responsibilities:

- Cash handling
- Entering customer information into reservation software
- Ensuring paperwork is properly and thoroughly filled out
- Sizing participants for PFDs and paddles and boats
- Counting inventory of food and equipment
- Answering questions about City of Kent, CRA, KSU, and the Adventure Center
- Cleaning and maintaining equipment, including boats, PFDs, van, boat trailer, bikes, etc.
- Carrying boats to launch site
- Loading/unloading canoes and kayaks on and off boat trailer
- Delivering safety talks before participants get on the water
- Driving van and trailer to pick up participants at takeout spots *(shuttle drivers only)*
- Maintaining a clean work area
- Enforcing all policies and procedures

Requirements:

- Kent State University student
- First Aid, CPR, and AED certifications required (provided internally, see below).
- Ohio Boating Education Course certificate required (provided internally, see below).
- Paddling experience preferred or willingness to learn.
- Experience facilitating and/or leading groups preferred.
- Experience working and playing in the outdoors preferred.
- Dynamic, responsible, proven leadership, polished people skills, outgoing personality.
- Strong customer service experience and skills required.
- Ability to work independently and as part of a team.
- Clean driving record.
- Ability and willingness to work outdoors in variable weather and non-traditional hours, including early mornings, evenings, weekends, and holidays.
- Recreation, Park, and Tourism Management (RPTM) or similar major preferred.