

Cottage Facility Intern
Delaware Seashore State Park Region
Indian River Marina
DELAWARE STATE PARK INTERNSHIP PROGRAM



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DESCRIPTION

Indian River Marina, Delaware's largest, is a destination for boaters seeking direct access to the rich Atlantic Ocean and inland bays fishing grounds. The marina boasts 294 slips with a floating dock system and 156 spots for indoor dry boat storage. A monitored public boat ramp with shuttle service to parking is available in the summer. It also serves as a waterfront event space with beautiful sunset views. Hook'em & Cook'em offers full-service bait and tackle along with fish cleaning and an on-site fresh seafood market. Hammerheads Dockside is a lively restaurant with a boat bar and live entertainment. Twelve rental cottages overlook the Indian River Inlet, while the Burton Island Trail offers hikers a quiet stroll along the water and through the woods.

Location

Indian River Marina, Rehoboth Beach, DE
<https://destateparks.com/MarinaLife/IndianRiverMarina>

Term

6 months – Full Time 30-35 hours per week
Summer - 12 weeks – Full Time 30-35 hours per week

RESPONSIBILITIES

- Inspect docks; check dock conditions, power pedestals, dock boxes, bird lines, and signage.
- Meet with marina management regarding all ground keeping issues, keeping flower beds neat and free of weeds
- Responsible for transplanting and maintaining plants for summer
- Responsible for general cleanliness of marina grounds (trash pick-up)
- Inspect waterfront cottages for any maintenance issues, correct issues, or report them to the appropriate Merit maintenance employee to repair.
- Inspect waterfront cottages for cleanliness and work with the cleaning company to ensure that the cottages meet the contract standards.
- Wash linens from cottages on an appropriate rotation schedule.
- Assist at the boat ramp as needed
- Provides excellent customer service
- Distributes park information to visitors.
- Must be able to demonstrate responsibility, dependability, and good communication skills.
- Must be able to work independently.
- Maintains a positive attitude.
- Other duties as required.

REQUIRED SKILLS

- Must be able to work flexible hours, including weekends and holidays.
- Prepared to work in hot, humid conditions
- Professional appearance and demeanor, responsible and trustworthy
- Pleasant and personable, enjoys people, good customer service skills
- Works well independently or as a cooperative, contributory team member.
- Able to stand for long periods, lift 10 pounds
- Comfort working around boats/water
- Performs duties in compliance with Division and Park Customer Service Guidelines and Safety Guidelines.

BENEFITS

- **Housing:** Limited co-ed housing is available, at no fee, for interns providing full-time hours (30 or more per week). If selected for housing, an intern will share a house, duplex or dorm facility with other interns.
- **Activities:** Interns will have the opportunity not only to visit ALL Delaware State Parks at no fee, but also participate in many of the tours, programs, and associated events for free. Delaware State Parks span the length of the state and whether it be canoeing at Trap Pond State Park, surfing at Delaware Seashore State Park, attending a concert at Bellevue State Park, or touring the living history facility at Fort Delaware, there is certainly something for everyone.
- **Stipend Available:** Interns are not employees of the State of Delaware- they are considered volunteers and are not paid for their service. Interns may elect to receive a stipend to help cover expenses incurred during their volunteer intern service. The stipend is a fixed amount of \$100 per week for service of 30 or more hours per week or \$50.00 per week for service of between 20 – 29 hours/ week paid biweekly as a direct deposit into the Intern's bank account.
 - The stipend is not a wage, but does count toward the total income on which the intern's tax obligation is based. Interns electing to receive the stipend will complete IRS Form W-9 Request for Tax-Payer Identification as self-employed and will receive a Form 1099 at the end of the year that reports the amount of income from the stipend. No taxes are withheld from the stipend.

All Delaware State Parks Interns are required to undergo and successfully complete a background check performed by the Division.

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The Department of Natural Resources and Environmental Control is committed to affirmative action, equal opportunity, and the diversity of its workforce