

NEW HAMPSHIRE BOAT MUSEUM

Position Title: *Miss Lauren Dock Attendant* (Guest Relations)
Location: Paugus Bay, Laconia, NH
Reports to: Boat Excursions Operations Manager
Status: Seasonal Part-time position; hourly \$15.00
Application deadline: ASAP
To apply: Send resume, cover letter and references to MillieB@nhbm.org

Function of Position

The Dock Attendant oversees the *Miss Lauren* vintage boat ride kiosk located within North Water Marine in Paugus Bay. The Attendant checks passengers in and makes reservations for the *Miss Lauren*, as well as assists passengers with boarding and disembarking. The Attendant also assists the captain with docking procedures associated with departure and arrival of the *Miss Lauren*. The Attendant should be outgoing, friendly, and people-oriented. Must be available Memorial Day weekend in May through Columbus Day in October. Some weekend hours are required.

This position requires standing, sitting, walking on uneven surfaces, and climbing stairs. Must be able to lift at least 50 lbs from floor to waist. Assisting with tying up the boat requires being on a dock over water.

Qualifications

- Point of Sales / retail experience preferably with experience handling credit card and cash sales, basic math skills
- Good customer service a must: friendly, personable, and good sense of humor
- Assisting passengers in and out of the boat
- Knowledge of Lake Winnepesaukee, Laconia, and surrounding area in New Hampshire a plus

The New Hampshire Boat Museum

The *Miss Lauren* is a replica vintage 1928 mahogany motorboat, a Hacker-Craft. It is a 28', triple cockpit runabout that can take up to 8 passengers for narrated rides on Lake Winnepesaukee. The *Miss Lauren* is owned by The New Hampshire Boat Museum (NHBM) and is one of two vintage boats operated by the museum. NHBM is a growing museum located in Wolfeboro and soon expanding to Moultonborough.

This position is an employee-at-will position and no contractual agreements should be inferred from this job description. The New Hampshire Boat Museum is an Equal Employment Opportunity employer. For more information about the New Hampshire Boat Museum, including the organization's mission, events and programs, visit www.nhbm.org.