

Position Summary:

Lake Hosts are an important part of keeping our local waterways clean and free of aquatic invasive species. Lake Hosts are not enforcers of local or state ordinances, rules, or laws but represent NH LAKES and the local group participating in the Lake Host Program. They staff local boat access sites to teach the public about prevention methods and help boaters remove plants and animals from boats, trailers, and gear. They may be hired by NH LAKES as a seasonal employee or serve as a volunteer from the local community.



Essential Responsibilities:

- Appear in uniform and greet all arriving and departing boaters and visitors.
- Conduct boat and trailer inspections with boaters' permission. Follow protocols for removing aquatic plants and animals from boats and trailers and submitting photos for identification.
- Collect and enter boater survey data neatly into the field app provided by NH LAKES.
- Encourage boaters to practice the "Clean, Drain, & Dry" method for preventing the spread of aquatic invasive plants and animals and hand out informational brochures and NH LAKES decals.

Knowledge, Skills, and Abilities: *The ideal Lake Host is:*

- able to conduct a visual and tactile examination of all exterior surfaces of boats and trailers;
- comfortable interacting with strangers; professional, friendly, polite, and has a sense of humor;
- task-oriented, self-motivated, and able to deal with 'down time' productively;
- equipped to work outside safely in a variety of weather conditions; and,
- committed to providing fact-based information about aquatic invasive species prevention.
- Minimum age: 18. Exceptionally mature and independent 16- and 17-year-olds may be considered.

Working Relationships/Accountability:

- A paid Lake Host is a NH LAKES employee working at a host site of a local organization participating in the program.
- Lake Hosts collect data and suspicious plant or animal photos and submit information through the field app.
- Lake Hosts are responsible for accurately completing and signing their timecard by the last Sunday in each pay period, as directed by NH LAKES.



Lake Host Program

Lake Host Position Description

- As part of the Lake Host Program, the local group's leadership is responsible for setting the weekly staffing schedule, providing daily oversight and management, and providing performance feedback to the Lake Host. If the local group's leadership does not address questions, comments, or concerns, the Lake Host should contact NH LAKES directly.
- Lake Hosts should seek medical attention immediately and notify the local leadership and NH LAKES if injured while on duty as soon as possible.

Salary, Benefits, Work Hours, and Location:

- This position is temporary/seasonal, and the individual determines their lakeside site location preference.
- This position pays no less than \$10/hour. Start and end dates, hourly pay rates, and weekly hours vary by site location. This is a strictly outdoor position that runs roughly from May to October.
- This position is not eligible for overtime pay or NH LAKES health insurance benefits. Employees projected to earn more than \$5,000 in 2023 may elect to participate in the NH LAKES retirement plan, through which NH LAKES will match the employee's payroll contributions up to 3%.
- Due to labor law restrictions, no individual can serve as a paid and volunteer Lake Host within one calendar year.

Organization Information:

The mission of NH LAKES is to restore and preserve the lakes we all love. We work with partners, promote clean water policies, and inspire the public to care for our lakes. Founded in 1992, NH LAKES is a statewide, publicly-supported, and grant-funded 501(c)(3) nonprofit organization. The Lake Host Program is a collaborative effort between NH LAKES, the New Hampshire Department of Environmental Services, and local partners to prevent the spread of invasive aquatic plants and animals in New Hampshire's waterbodies.