



Situated on Block Island's beautiful Great Salt Pond, Champlin's Marina and Resort represents one of New England's finest and largest Marina and Resort hospitality destinations that has been welcoming guests for over 70 years. Decades of boats, history, music, and great food creates an appeal for all who seek memorable travel and authentic hospitality experiences. Hospitality at its core is about people, which makes our team and our guests the most valuable components of our business. We operate in ways that empower our teams to drive bottom-line growth through optimized guest experience delivery.

- Position:** Facilities Team Member of Champlin's Marina & Resort
- Overall Mission:** Be the best. The best place to work and the best experience for our guests.
- Overall Goal:** Provide world-class experiences profitably.
- Who do we work for?** The Guest. With a 168-hour approach, each and every member of the Champlin's team understands that we work for the Guest every hour of their stay, providing anticipatory service that is complemented with quality systems and well managed facilities.
- What do we sell?** Experiences. The Champlin's experience is one that embodies excellence, integrity, consistency, anticipatory service, and solutions.
- Ideal Candidate:** The candidate for this hospitality driven position must be a task-oriented individual with the ability to communicate effectively in both oral and written forms, estimate and manage time efficiently, courteously meet and deal positively with other team members and guests alike. Our ideal candidate must possess the skills necessary to perform maintenance services and projects; as well as a self-starter who will take pride in seeking new opportunities for improvement. This is a very proactive and hands-on position that involves moving around the property throughout the workday, so the ability to work outside with an eye for detail is a must. He and/or She must be able to maintain a professional and enthusiastic atmosphere under any circumstance – rain, wind, or shine.

Champlin's Marina Resort  
80 West Side Road  
Block Island – Rhode Island  
ChamplinsResort.com



**Primary Focus:** The Facilities Team is responsible for aligning the quality of the facilities with the expectation that has been presented to the guest.

**Key Responsibilities:**

- Leads the day-do-day execution of all scheduled facility inspections, inventories, and routine maintenance and repairs on all infrastructure and systems as defined by the GM, PM, and RM programs. These systems include but are not limited to: docks, fuel, sewage, electric, water, dog parks, pools, laundry, parking, rooms, food and beverage, A/C, plumbing, lighting, cameras, and buildings. The successful completion of this will require the ability to perform professional level maintenance services.
- Ensures the daily zone work that includes daily, weekly, and monthly improvements and essential services such as trash, grounds, and pool service are completed in a timely manner and in a way that generates a perception of value for our team and guests with safety top of mind. This will require the ability to use simple tools such as paint brushes, rollers, ladders, solvents, cleaners, electrical test devices, grinders, drills, saws, power tools, motor vehicles, and more.
- Assists with the execution of the seasonal shut down and re-opening of Champlin's Marina & Resort. This will require participation prior to the opening date and beyond the closing date.
- Assists with the execution of the emergency / disaster plan for all aspects of the operation.
- Ensures the proactive preparedness and enforcement of safety policies in adherence to all state and federal guidelines to ensure Champlin's Marina & Resort is a safe and comfortable environment for guests and team members alike.

**Reporting and Communications:**

- Provide regular reporting for upper management and ownership with effective and timely communications of activity, planning, and success metrics.