



# Yorke Peninsula Council

*'To be a thriving peninsula, proud of our heritage, lifestyle and diverse, vibrant communities.'*

*'A great place to live, work and play.'*

---

## Marion Bay Caravan Park

### Management Position - Information Pack

---



#### **Important**

Applicants must submit applications in accordance with the principles outlined below and each application must address the selection criteria contained within this Application Pack.

To register your interest, please submit your application by:

#### **MAIL**

'MBCP Management Position'  
Bronwyn Scholes  
Corporate Services Officer  
Yorke Peninsula Council  
PO Box 57  
MAITLAND SA 5573

#### **IN PERSON**

Reception via:

- Maitland Office – 8 Elizabeth Street
- Minlaton Office – 18 Main Street
- Yorketown Office – 15 Edithburgh Road

#### **EMAIL**

[admin@yorke.sa.gov.au](mailto:admin@yorke.sa.gov.au)

*(Council will bear no liability for email applications submitted but not received)*

**Application Closing Date 5.00pm Friday, 14<sup>th</sup> June 2019.**

Late or incomplete submissions may not be considered.

Council will short list the submissions and look to hold interviews late June 2019.

Andrew Cameron

**CHIEF EXECUTIVE OFFICER**

## The Council

The Yorke Peninsula Council is very progressive, proactive, innovative and forward thinking and is proud of its commitment to tourism and the management of 5 caravan parks throughout the region. The Council covers an area of 5,900 square Km, is approximately 175km from north to south and an average width of 30Km, with 485Km of coastline. The Council is unique in comparison to other Local Government Authorities in that it is bordered by sea on three sides and as such has 485 kilometres of coastline.

The Council's population is estimated to be approximately 11,000, with in excess of 180,000 people enjoying the peninsula while en route to visit Innes National Park each year. The Yorke Peninsula is a major tourist destination within South Australia, with figures supplied from the Regional Tourism Profile December 2015 December 2017 highlighting that there were 518,000 trips, or 1.8 million site night visits to the Peninsula (figures are for the whole Peninsula). These figures represent a continual increase each year.



## Marion Bay Caravan Park

Travelling to Marion Bay is a 3 hour road trip from Adelaide, approximately 300kms which takes the traveller on a journey through rolling crops, seaside towns and rural communities. Located on the most Southern tip of Yorke Peninsula in South Australia, Marion Bay is right on the doorstep of the rugged and picturesque Innes National Park. The township has an approximate population of 240 people which and is surround by safe swimming beaches, amazing coastlines and pristine waters that give rise to a range of tourist activities such as fishing, diving, boating, kayaking, surfing, photography, bush walking, orienteering and wildlife observation.



The Marion Bay Caravan Park has been designed as a bush camp, while providing central facilities and services that allow guests to have a comfortable and enjoyable stay. With large shady native trees, the park is a short walk to the sheltered beach and Marion Bay jetty.

Boasting a large and modern camp kitchen and spotless amenities, the park offers a range of cabin accommodation, from low cost unpowered sites, mobility access cabins, right through to executive cabins with spa bath, beachfront access and sea views to accommodate a range of guests.

The beachfront park offers safe swimming beaches, shady sites with artificial turf, power and water. Most sites have both television and sullage points, with free Wi-Fi for internet access.

Marion Bay Caravan Park is located only 5 minutes' drive from one of the most important and spectacular of South Australia's Parks - Innes National Park comprised of 9,100 hectares. The Park includes some of the most breathtaking coastal scenery in South Australia together with secluded and wide sandy beaches

**Applications close at 5:00pm on Friday, 14<sup>th</sup> June 2019**

## Application Information

The successful applicants will receive a formal Management Agreement which will comprise a healthy remuneration package, including an on-site residence, a generous retainer and percentage of income earned. Additional bonus payments may also be earned should agreed performance indicators be achieved.

**Detailed information regarding remuneration will be provided to those applicants successful for an interview.**

Should you wish to discuss the position being offered further, please contact Bronwyn Scholes, Corporate Services Officer on (08) 8832 0000 or via email ([admin@yorke.sa.gov.au](mailto:admin@yorke.sa.gov.au)).



## Selection Criteria

Your application should address the following dot points to highlight the skills, knowledge and experience that you will bring to the Marion Bay Caravan Park:

- Administrative experience – reception duties including answering phones, taking bookings, filing, bookwork and banking.
- Competent computer skills including any experience in Newbook Reservation Management Software.
- General maintenance experience – grounds maintenance including mowing, rubbish removal, checking and cleaning gutters, general handyman repair work, project management and liaising with sub-contractors.
- General cleaning of all cabins, amenities and BBQ areas.
- Experience and knowledge of both print and digital marketing and customer service.

Attracted parties should submit a written application by the deadline.

**Applications close at 5:00pm on Friday, 14<sup>th</sup> June 2019**



Check out the Marion Bay Caravan Park website <http://marionbaycp.com.au/>  
Or the Facebook page <https://www.facebook.com/marionbaycp/?fref=ts>