

**Dock Supervisor Intern**  
**Delaware Seashore State Park Region**  
**Indian River Marina**  
**DELAWARE STATE PARK INTERNSHIP PROGRAM**



CLICK HERE TO APPLY: [Delaware State Parks Internship Program Application](https://destateparks.com/MarinaLife/IndianRiverMarina)

**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**

- Direct all Transient boaters to their proper slip, assist them with getting tied up, be sure they have water and electricity before leaving. (Give directions to the main office for check-in)
- Assist all boaters departing and entering their slips
- Keep docks clean and in good order. All bird droppings should be sprayed and or scrubbed off daily.
- Keep all docks clean and free of debris and trash, oil, paint cans, buckets, etc.
- Roll up all water hoses make sure water is off if leaking, then notify the office of leaks (give slip #)
- Keep power cords rolled up and out of the way
- Straighten and cross all dock lines when vessels are out of their slip
- Remind boaters of NO WAKE ZONES when necessary
- Walk property pick up ALL trash and ALL cigarette butts
- Walk docks and property and bring all carts back to the designated cart areas several times a day
- Oil and filters must be disposed of properly; you may **only assist** the customer, do not let them ask you to dispose of them
- Oversee all dockhands and report directly to Assistant Marina Manager or Marina Manager
- Be attentive to all vessels entering and departing the Marina
- Look for possible spills in water and report to your manager immediately
- Look for vessels possibly listing (meaning leaning to one side more than the other)
- Do not board any vessel without Management Approval

- If you do not have an answer to a question from a customer, let them know you will find out the answer for them (direct them to the office for further assistance)
- Report any violations of Marina Policies or Rules and Regulations to the Marina Office immediately
- Complete variety of other projects not limited to inspections, inventories, radio checks, weed pulling, grass cutting, and working special events throughout the season
- Smile, be professional and courteous, and have fun
- Will involve working weekends, evenings, and holidays
- Other duties as assigned

#### REQUIRED SKILLS

- Must be able to work flexible hours, including weekends and holidays.
- Prepared to work in hot, humid conditions
- Able to communicate effectively with diverse public and speak publicly in front of groups or audiences.
- Public speaking experience (or comfort learning).
- Professional appearance and demeanor, responsible and trustworthy
- Pleasant and personable, enjoy people, good customer service skills
- Works well independently or as a cooperative, contributory team member.
- Able to stand for long periods, lift 10 pounds from crouching position, and walk 2 miles.
- 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). An intern will share a house, duplex, or dorm facility with other interns if selected for housing.
- **Activities:** Interns will have the opportunity to visit ALL Delaware State Parks at no fee and participate in many of the tours, programs, and associated events for free. Delaware State Parks span the length of the state. 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 undoubtedly 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 counts 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 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