



A Limited Liability Company

Direct Line: 608.662.2300  
Direct Email: [mh@kasieta.com](mailto:mh@kasieta.com)

December 5, 2013

Lori Severson,  
Executive Director  
WACO  
Ettrick, Wisconsin

Re: Model Job Descriptions For Campgrounds

Dear Lori:

Enclosed for review by the Board and staff are six suggested model job descriptions for campgrounds. Campgrounds, like all employers, can use job descriptions to protect themselves by defining the requirements and qualifications of a position. In the absence of some kind of job description, it is harder to prevail on issues such as accommodation of disabilities, wrongful refusal to rehire an employee who has been on worker compensation, or discrimination in employment. It is also useful in providing employees with guidance of the expectations they face.

The primary reason for preparing these descriptions was to assist WACO members in getting more accurate worker compensation insurance ratings. However, the descriptions will be useful in many other ways. I suggest that the Board members review and comment on them. As modified, we can send them to members with suggestions that they be used in hiring and employment.

Very Truly Yours,

KASIETA LEGAL GROUP, LLC

A handwritten signature in dark ink, appearing to read "Mark B. Hazelbaker", is written over a horizontal line.

Mark B. Hazelbaker

Enclosures: Job Descriptions

7818 Big Sky Drive, Suite 112 Madison, WI 53719-4983  
(608) 662-9999 Fax (608) 662-9977  
[www.kasieta.com](http://www.kasieta.com)