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# Town of Old Orchard Beach

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**Human Resources**  
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## **September 2019 Monthly Update from the Human Resource Office**

### **Human Resource Manager:**

We have transitioned to off season staffing levels. We promoted Reserve Officer Cody Hogan to full time Patrol Officer.

We are focusing on completing annual training for all staff. We have begun advertising for the 2020 summer season.

A new recruitment video for lifeguards has been completed and posted on the website.

### **Union Contracts:**

- We are in negotiations with the Police Union

### **Hiring:**

We advertised for the following positions:

- Per Diem Firefighters
- Call Fire
- Gull Care counselors (After School Care)
- Patrol Officer
- Firefighter/EMT
- Summer Camp Counselor
- Lifeguards
- Laborers
- Ballpark Event Helpers

### **Wellness/Safety:**

We are planning upcoming meetings and Wellness classes.

### **Upcoming:**

- Updating Personnel Policy
- Updating employee evaluation form
- Completion of mandatory training for employees
- Flu Clinic
- Benefits Fair

Respectfully,

Fran Beaulieu, Human Resource Manager