

KENAI RIVER DRIFTERS LODGE

Lodge Staff (with front office emphasis)

OR

Lodge Staff (with client transportation emphasis)

LOCATION	Cooper Landing, Alaska
DATES	Seasonal – May 1 – Aug 31 (possible extension through Sept)
COMPENSATION	Hourly rate + tips
ROOM/BOARD	Available for \$400 monthly

Overview

Our lodge staff positions are perfect for anyone looking for an Alaska opportunity that rewards hard work at our busy family-style fishing lodge. For anyone wanting to get into the outdoor recreation industry, this is the perfect foot-in-the-door job. The position offers experience in many areas of the lodge and you will spend a lot of time face-to-face with guests, so an upbeat energy and enjoyment of people will lead to success!

Depending on a candidate's skill set we will choose a focus: either front office or client transportation, but any employee can expect to provide support in all the following areas: front office, client transportation, lodge chores. See below for examples of job duties in each department.

What we look for in our employees:

- Personable and enthusiastic
- Excited about Alaska!
- Self-starters. We can't always supervise every step of the way, so we often count on employees to problem solve and think on their feet
- Excellent written and verbal communication (for office emphasis)
- Comfortable working on the computer (for office emphasis)
- Ability to juggle a list of ongoing tasks with frequent interruptions
- Ability to follow through on small details
- Be flexible and adaptable to changes in schedule or routine

What makes Drifters Lodge a great place to work?

- You will be joining a supportive team made up of our amazing guides and lodge staff, with a place to call home for the summer. Drifters Lodge has a true family feeling.
- There are endless chances for networking with a community of established guides and staff in the Kenai Peninsula outdoor industry as well as with our guests, who come from all over the world.
- Successful employees have the opportunity to return to the lodge in a specialized position for future seasons. There are ways to climb the ladder, and your hard work will be rewarded.
- Easy access to the incredible fishing, hiking, and other outdoor activities in our area. We wake up each morning to mountains on either side and an unmatched view of the Upper Kenai River. Hikes and fishing are just minutes away.
- We love our guests and they love us. Our number one goal is incredible customer service. This results in some amazing connections with our guests that often last beyond their checkout day.

Detailed Description of some (not all) Job Duties:

Office

- Work 8 hr office shifts under supervision of a manager. Office duties include answering the phone, answering emails, taking sales calls and following up with leads, building reservations on the computer, taking payments, scheduling guests' halibut and fly-out trips with outside companies, coordinating reservation details and trouble-shooting logistics.

- Learn how to use our reservation program and use it to schedule complex daily operations. Details are important.
- Complete training to gain a baseline understanding of fishing techniques, salmon runs and their timing in our area. Apply this knowledge to sales calls with the understanding that it will impact the guests' expectations and the overall success of their trips.
- Perform front-desk tasks such as guest check-in, taking payments for retail purchases, rafting check-ins

Driving

- Drive clients to/from fishing trips and the airport. Drive schedule is outlined a week in advance, and drives are assigned the day before. They can be extremely early or late in the day, and they vary in length: some are just an hour, some are a full day outing.
- Drive company vehicles to run trailer shuttles, rafting trip pickups, client dinner dropoff and pickup at local restaurants, fish drop, and other errands.
- Learn to back a trailer
- Maintain vehicles and by cleaning inside and out, checking and filling fluids, checking tire pressures, making sure all lights are operational.

Lodge Chores

- Prepare guests' packed lunches with attention to food safety. Includes making a lunch count, slicing meat and cheese, and following a lunch assembly procedure with instructions for cleaning the prep area, making standard sandwiches, bundling snacks, and packing cooler bags to be delivered to guest cabins.
- Gather all garbage on property and take it to the transfer station daily.
- Start the nightly campfire, keep fire pit clean, split and stack firewood
- Help to unload groceries and supplies from town runs
- Keep the wader room clean and organized by scrubbing mud off boots, rehangng waders, and sweeping out sand and gravel
- Maintain property appearance by weeding, mowing, trimming, fertilizing, and digging.
- Water hanging baskets and other potted plants around the property daily.
- Participate in pre-season cleanup of property and buildings. Includes sweeping, pressure washing, scrubbing, sanding, painting, leaf blowing, raking, shoveling, planting, stacking wood.
- Assist with maintenance on buildings and structures at direction of supervisor. This may include nailing, hammering, sawing, drilling, sanding, painting, carrying lumber and measuring.
- Perform other duties assigned by supervisor

General Requirements

- Must have valid driver's license, clean driving record for previous three years, and must be at least 21 years old.
- Be ready to work 8+ hrs per day, 6 days a week and work early or late shifts. Several 10 hour days per week are normal during the busiest times of season. The month of May is primarily a training month, with more time off built in to explore the area.
- Must maintain a professional, well-kept appearance. Includes wearing clean, neat clothing and footwear appropriate for active jobs.
- Be professional and respectful to all guests and address their needs by fulfilling requests or communicating requests to a supervisor. Understand that guests' personal or political views may not align with your own.
- Must be able to stand for eight hours straight and perform strenuous tasks such as lifting 50lbs, bending, kneeling, and squatting.
- Must be able to work directly under one or more supervisors, be courteous and respectful to coworkers
- CPR and First Aid certification is encouraged