

NORTH FORK RANCH

rev 2006

JOB DESCRIPTION

“Guest Services”

This position is full of guest contact. A great love for kids and people are a must. Three employees share the responsibilities such as transporting guests to different activities, leading hikes, helping with outdoor cooking and motivating guests to be involved in activities. They will be “leaders” in making people feel comfortable in new surroundings and activities.

You will be a primary driver for the trip activities. You must be able to drive a 13-passenger van and be able to drive a standard shift vehicle. You will be trained in “van lore” and have a near spotless driving record. **(Drivers can be subject to a drug test at any time during employment)**. These trips include airport runs, whitewater rafting, the guided hike, and Breckenridge. You will be assigned a vehicle; you will know it intimately, care to its needs and keep it **spotless**.

Each person will be responsible for a evening activity, setting up, group participation, clean-up, etc. Evening activities generally last until 10 pm. The workday begins promptly at 7 am staff breakfast.

You will also be guiding hike trips, instructing trap shooting; target shooting & bow and arrow. Additionally one will be assigned to the overnight camp, (set-up through break down).

We have a number of fireplaces, so you will be cutting, splitting and delivering a fair amount of firewood. This is done more as a project than a daily chore. You will be responsible for starting the morning fire in the Lodge and Trading Post.

You will assist Karen and I in some outdoor cooking. For example; Hamburger lunches, brunch, overnight camp etc..

You will be available to demonstrate & instruct the cleaning of pond fish.

Each person will have an evening,(dinner) dish duty

You will help with mowing lawns-trimming etc.. Taking trash to dumpster.

You will be required to conduct yourself as a gentleman or lady at all times and dress according to the ranch dress code explained at hiring. You should be able to address all guests on a first name basis and you are encouraged to visit with them.

This is a general overview of your duties and responsibilities and expectations of you as an employee. Please do not apply with the idea a summer ranch job is all play. We work hard so we’re able to play hard, however, the work must be thoroughly completed first. You will find the position to be a very rewarding experience.