

Kodiak Raspberry Island Remote Lodge

Job Description



Employment with Kodiak Raspberry Island Remote Lodge

As with any position at Kodiak Raspberry Island Remote Lodge, this position represents an integral member of a tightly woven team living on a remote island far from the conveniences of normal, modern civilization, whose primary goal is to present our international visitors with a safe, comfortable, and enriching experience in Alaska's Wild. We seek personable, responsible, and respectable men and women who welcome our direction yet are confident in approaching the task at hand autonomously. Your persona will not only be part of our visitor's experience to Kodiak Raspberry Island Remote Lodge; you will also be an influence to our two young children and an important constituent of the support system for Tiffany, Birch and the rest of our team.

Lodge Cook Position
6 days/week
May 29-September 21, 2017

This position embraces one of the most important responsibilities here on Raspberry Island. The Lodge Cook is expected to manage the kitchen, meal preparation, dining room and meal serving, as well as food storage and ordering. This is a split shift position, and the cook starts at 6:00am and finishes at 9:00pm, with time off in the afternoon.

We typically have a core staff of 4 people, plus our family of 4, and average about 8-12 guests, up to 18 guests max. So you may be feeding up to 30 people, averaging 20 people per day. Our kitchen is small and open, yet well appointed, with Wolf Range, Larkin Hood, dishwasher, ice machine, etc.

Cooking and meal serving: The Cook will follow Tiffany's printed cook book and prepare pre-planned meals/menus each day. We do not offer our guests a menu each night, but serve one pre-planned meal at each meal time, served family style.* We try to serve the same six meals (six breakfasts and six dinners) over and over, each week, thereby exposing each weekly group to our best/favorite recipes. Staff meals may need to be prepared separately from guest's meals, but will typically rely on the same support dishes, i.e., salad, bread, etc. and King Crab for the guests and salad, bread, etc. and chicken for staff. Our dining room seats 20, so when we have large groups staff may be required to pop a pizza in the oven and eat after guests' meal time or elsewhere.

The Cook's day starts at 6:00am, preparing coffee and the breakfast meal, while pre-planning the day's evening meal (ie defrosting meat/fish etc). Field lunches will be made by the Outdoor Camp Hand. The Cook will be responsible for kitchen cleanliness, including dish washing, etc, as the day progresses. Upon guests' departure for the day's activities the cook will finalize the breakfast/dining room clean up and begin dinner preparations, which will include baking desserts, cookies for the next day's lunch, hors d'oeuvres, and dinner prep.

Guests typically return to the lodge around 5:30pm and the Cook is expected to have the hors d'oeuvre and wine ready to serve and the final preparations in place for dinner, to be served at 7:30pm. Dinner is served, then kitchen clean up to completion, and the next day's preparations in place, i.e. coffee pots ready to go, breakfast meats defrosting, dishwasher loaded, etc, which typically concludes around 9:00pm.

* In some cases guests are allergic to or dislike certain foods, in which case we will prepare a parallel dish to compliment the existing meal. For example, "Yoshida's Salmon Night" will be made up of rice, braided dill bread, salad with mandarin orange dressing, steamed vegetable, and grilled salmon--if a certain guest doesn't like fish we can prepare a pork steak on the already heated grill, that will "go" with the existing support dishes.

Food Storage and Ordering: It is imperative that the Cook monitor our food storage and ordering; both for our guests' and staff safety as well as having the ingredients on hand for our next meal: we are remote and each grocery order must be made a week in advance. Food must be stored appropriately and at the right temperatures.

Support: Tiffany has handled this position in the past and has defined it thus far. She will be on hand and likely able to help with advice in any event where the Cook needs it. While we do embrace new recipes, our lodge cook book is tried and true and long appreciated by our guests from around the world. We will also have an Indoor Camp Hand on staff, who will be available to help the Cook during breakfast and dinner clean up, however, *Cook is directly responsible for keeping our small, open kitchen immaculate throughout the day*, keeping the range clean, maintaining dishes, etc. Please remember that the lodge is our home.

It is imperative that the Cook is attentive to detail and cleanliness, is forward thinking, organized, takes pride in their work, is able to positively manage help, and will strive to prepare excellent meals each day. We encourage Cook's input and autonomous approach to managing the kitchen.

It is important to note that this position also includes *other duties as assigned*. These may involve construction, painting, ditch-digging, sanding, engine maintenance and repair, trail brushing, and so on.

Please approach this position and lifestyle with flexibility as change, due to weather, specific guests' requirements, equipment problems, and so on, can interrupt day to day routine.

Special licenses required:

Alaska Food Handlers Card Required: www.akfoodhandlers.com

Serv Safe Food Protection Manager preferred: www.servsafe.com

TAP (Training for Alcohol Professionals) card: www.alaskacharr.com/tap.html

First Aid and CPR cards are preferred. www.redcross.org.

Lodge Cook Compensation:

Compensation for this position is about \$3,586/month and is based on a 6 day work week, 12 hours per day. This is a split shift position, with the morning shift typically starting at 6:00am and finishing at 1:00pm, and the afternoon shift starting at 3:30pm and finishing at 9:00pm, with a half hour unpaid breakfast, lunch, and dinner break during each respective shift. You will be provided with a time sheet and required by the Department of Labor to keep track of your hours worked per week. If you work more

than 70 hours per week, you will be paid \$14.25 per extra hour. If you complete your tasks within the timeframe allocated, and 'clock out' early, **you will still be paid for 12 hours of work**. You will be paid at the end of each month and within two weeks of your final day of employment.

Please know that the amount of time we have listed is a conservative representation of what we feel is needed to complete your responsibilities and **extra overtime is discouraged**. In the event you require more time than we allocate in the Job Description, we will do our best to work with you in training and redirection to ensure you're handling your various tasks efficiently.

Room and board is furnished, per the Employee Handbook, as well as an equal share in lodge tips, and 100% of tips directly presented to you by the guest. Appropriate taxes will be deducted from your monthly pay, and you will be covered by Workman's Comp Insurance during your working hours. Sick and leave days are unpaid.

Bonus: There is a \$1,000 end of term bonus associated with this position. If you work with us through conclusion of our employment contract, you will receive the end of term bonus. Please note that \$250 of your bonus is considered a security deposit and may be withheld in the event our staff cabin is left a mess or our belongings damaged. Further, tardiness is unacceptable in this position; \$250 per day you are late for work is deducted from your bonus, and if you're late for work 2 times you will unfortunately be released from employment the second time you are late. Finally, a portion of your end of season bonus AND hourly compensation may be withheld if our belongings are damaged or lost while you use them during your off time.

Round trip transportation to the lodge from Kodiak City is also included, as long as you arrive on dates we recommend (days we already have travel planned into 'town'). Please note your point of hire is Raspberry Island; if you quit or are fired you will be charged the standard fare on the next available boat or plane back into Kodiak (currently about \$420).

Please do not ask us for a raise during the season. This is a short season and the above compensation is what we are offering. We may consider a new compensatory package if you are a candidate for employment with us next year.

Alaska is an "at will state," meaning you may quit or can be let go at any time.

Please thoroughly review our **Employee Handbook** for a lot more detail outlining this position, what we expect of our team, and what you can expect in return.

This is an amazing, beautiful place, and opportunities abound. You will meet people from around the world, who in many cases may be able to offer you constructive input and professional connection. Your office will be in the middle of the remote Alaskan wilderness on the edge of the Pacific Ocean. Your apartment is one of the top lodges on Kodiak and in Alaska, and your restaurant is appreciated by travelers from the world

over. Among these the true opportunity of this job lies; it is up to you to make the most of it.

Thank you again for considering this position. We encourage you to communicate with us further about this opportunity if you are interested.

Sincerely,

Birch and Tiffany Robbins
Kodiak Raspberry Island Remote Lodge
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Vacation@raspberryisland.com