

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 important constituent of the support system for Tiffany, Birch and the rest of our team.

Outdoor Camp Hand Position 6 days/week 8 hrs/day

First Term: May 20-July 23, Second Term: July 19-September 23

The Outdoor Camp Hand's primary daily responsibilities include field lunch preparation, outdoor facility maintenance, and fish processing. The Outdoor Camp Hand will also be prepared and available for 'other duties as assigned,' as needed.

This is a split shift position. The morning shift starts at 7:15am and typically involves custom preparing guests' sandwich and lunch orders for the day, and must be complete before 8:30am when guests depart for the day's activities. Lunch food prep area will then be cleaned up, lunch supplies prepped for the following day (ie defrost lunch meat if you run out, daily inventory on lunch supplies and report to lodge cook with grocery order if needed), and lunches packed and delivered to the boats and guides. Fish House organized after guests depart. The morning shift concludes at 11:15am.

The Outdoor Camp Hand's afternoon shift starts at 3:30pm and involves yard and building maintenance (carpentry, painting, gardening, weeding, lawn mowing, firewood hauling and splitting, trail maintenance, etc), and transitions to fish processing when the boats return around 5:30pm, including fish house and equipment cleanliness and preparation, boxing fish from the day before, vacuum sealing, labeling and freezing filleted fish, cooking crab, monitoring of freezer temperatures and individual client's fish, labeling vacuum bags for the following day, etc, and concludes at 7:30pm.

The above is a generalization of the Outdoor Camp Hand's routine, however, Lodge Manager may request alternate job rolls as necessary and/or projects develop.

Turnover Days:

We offer our guests two arrival times; one is an AM arrival, where they arrive around 8:30am, and a PM arrival, where guests typically show up at the lodge around 5:30-6:30pm. In both cases, guests depart around 8:30am on their departure day. These dates are notated in the lodge calendars and made easily available to our entire team from within the lodge.

On these specific turnover days, the Outdoor Camp Hand's split shift will adjust to a start time of 6:00AM, allocating time to box our departing guest's frozen fish into our custom waxed 50lb fish boxes. Next, both the Indoor and Outdoor Camp Hands, as well as the Guide/Floater (depending on his/her other responsibilities that day) will also be in charge of detailing our guest cabins on turnover days. This will involve cleaning the bathrooms, windows, vacuuming, changing bedding, laundry, etc; completely preparing the cabin(s) for our next group's arrival. The morning shift concludes at noon.

On turnover days, the Outdoor Camp Hand's afternoon shift starts at 5:30PM, and concludes at 7:30pm. Responsibilities at this time will include processing the day's

catch if guests arriving in the AM fished that day, greeting guests and off loading boats if the guests arrive in the evening, and so on.

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. *You may be asked to pursue these duties over your standard duties if necessary.*

This is a physical position, you must also be able to help load and unload supplies, heavy luggage, 50lb fish boxes and the like from the boat and trailer, and hiking up the mountain trail to clear water line intakes. We welcome ANY questions to help decide if this is the job for you.

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 before arrival to Raspberry Island:

Alaska Food Handlers Card: www.akfoodhandlerscard.com

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

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

Special clothing/gear required before arrival to Raspberry Island::

Knee high rubber boots, rain gear (pants and jacket), leather work gloves. Waterproof watch.

You will be working in the rain some days doing dirty jobs, so bring gear you don't mind getting dirty or stained. Please request a copy of our Employee Equipment List for a list of other recommended items.

Outdoor Camp Hand Compensation:

Compensation for this position is about \$2,300 per month and is based on a 6 day work week 8 hours per day. 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 48 hours per week, you will be paid \$15.51 per extra hour. 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; \$100 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.

Please don't be offended if Birch and Tiffany take time off and go have fun while you work. As our business matures we have the opportunity to employ a larger team and a Lodge Manager to do much of the work the two of us used to do. We are proud of the fact that we are able to offer these opportunities and positions to additional team members, which in turn frees us up to enjoy our home and surrounding environment. If you expect us to be working along side you, this job is likely not the right fit for you.

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