

# *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.

**Lodge Cook Position**  
**6 days/week**  
**May 20-September 25, 2023**

This position embraces one of the most important responsibilities here on Raspberry Island. The Lodge Cook's responsibilities include:

Complete preparation of all **breakfast** and **dinner** meals, including appetizers, and desserts, from scratch, for lodge guests and our team.

Baking cookies for our daily outings each day.

Ordering groceries and the proper storage of food.

Maintaining and cleaning our open, visible kitchen, in its entirety, throughout your shifts.

This is a split shift position; the cook starts at 6:00am and finishes at 9:00pm, with time off in the afternoon, usually between 1pm and 3:30pm.

We typically have a core staff of 10 people and average 12-14 guests daily, though may have more, typically feeding 22-24 people per day.

Our domestic lodge kitchen is small and open, with an "at Home feel," yet is well appointed, with a Wolf Range, Larkin Hood, Hobart Commercial Dishwasher, ice machine, Memphis pellet smoker, etc. Guests, team members and visitors often engage in conversation at the appetizer bar within the general kitchen area; like a normal home. The Lodge Cook must be comfortable with professionally operating and cleaning the kitchen, managing quality and timely meal output, but also fielding questions and communicating with curious guests and company in the process.

*Cooking and meals:* We only offer hand made, scratch cooked meals, prepared daily. We have a **lodge cookbook to use as a guide**. We do not offer our guests a menu each night, but serve one pre-planned meal at each meal time. 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. Or, if a guest is Gluten Free, we can prepare a small loaf of GF bread or muffin to accompany that person's plate vs the dill bread; ultimately streamlining the meal while minimizing additional work to accommodate the allergen or individual preference. During the booking process we hope to gather individual allergens or dislikes, and this information is all listed within our lodge calendar, available to the entire team.

We try to serve the same pattern of meals each week, thereby exposing each weekly group to our best/favorite recipes, as outlined in our lodge cookbook. Upon getting familiar with our recipes, we invite you to utilize your creative talents if you choose to do so, as long as you stick to our standard format, as follows:

**Breakfast:** Guests work hard here, hiking, kayaking, fishing, etc each day. We like to serve hearty breakfasts that will satiate their increased activity level, and usually offer breakfasts like sourdough pancakes, fried eggs, and bacon or sausage; essentially a protein, starch, and eggs. Another option could be a Spinach Frittata with freshly made blueberry muffins. Each breakfast should also have a side of fresh fruit, off the shelf cottage cheese, individual packaged yogurt available as well as of course coffee, water, and a fruit juice. Scratch granola and/or oatmeal/hot cereal may be available if guests individually request it. The two breakfast examples above are listed in our lodge cookbook.

**Dinner:** We like our dinners to reflect local Alaskan Seafood for most evening meals, including Scallops, Shrimp, Smoked Salmon, fresh Salmon, Halibut, Cod, Rockfish, and Crab. If our guests' stay/package is 6 or more nights, we offer one meal mid week featuring prime NY Strip Steak or suitable prime smoked/grilled beef option. Again, please use our cookbook as a guide or starting point, then feel free to experiment with your own renditions/recipes if you choose to do so, as long as we continue to serve the same seafood theme. We also would ask that any detours from our lodge cookbook include a freshly made bread, fresh salad, protein (local Alaskan Seafood or New York Strip we have on hand), starch, and vegetable.

**Appetizers, Cookies, and Desserts:** In addition to breakfast and dinner, Lodge Cook will also be in charge of making/baking fresh cookies each day, typically 3 cookies times the number of guests, so roughly 36-40/day. We ask for an appetizer to be prepared before each dinner meal, and a freshly made pie, cake, or alt. dessert served after each dinner. Examples are all found in the lodge cookbook.

Please do not serve our guests the same meal during their stay; though some 'left overs' may be repurposed for following meals, like leftover Dynamite Halibut served for dinner may be made into a halibut spread to be utilized on a halibut sandwich, etc. Just please don't make Pumpkin Pie for dessert one night, then serve Pumpkin Pie again to the same guests during their stay. The Lodge Cookbook is broken into days of the week; ie Day 1, Day 2, etc, so helps ensure meals aren't redundant.

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 Lunch Maker/Fish Processor team member in the sandwich shop/away from the kitchen space. The Cook will be responsible for kitchen cleanliness, including dish washing/workspace maintenance, etc, as the day progresses. Upon guests' departure for the day's activities, the cook will finalize the breakfast/kitchen clean up and begin dinner preparations, which will include baking desserts, cookies for the next day's lunch, appetizers, and dinner prep.

Guests typically return to the lodge around 5:00pm. Lodge Cook is expected to have the appetizers and wine ready to serve at 5:30pm, and the final preparations in place for dinner, to be served at 7:30pm. Dinner/dessert 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 cleaned and shut down, etc, concluding by 9:00pm.

*Food Storage and Ordering:* It is imperative that the Cook monitor our food storage and ordering; both for our guests' and team's safety as well as having the ingredients on hand for our next meal. We are remote and each grocery order must be made at least 2 days in advance of our next trip to 'town,' typically at least once per week, to ensure delivery. Our Lunch Maker/Fish Processing team member will also include food items necessary for his/her sack lunch orders; sandwich meats, cheeses, breads, toppings etc. Food must be stored appropriately and at the right temperatures. Food storage areas; refrigerator, freezers, etc, must be kept clean and stocked correctly.

*Support:* Tiffany will be on hand and likely able to help with advice in any event where the Cook needs it. We will also have a Housekeeper/Server as part of our team who will assist Lodge Cook plate meals as necessary. Housekeeper/Server will also serve, monitor dining room, clear, and be available to help the Cook during breakfast and dinner clean up. It is important to recall that *Lodge 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 kitchen is open and cooking operations are viewed by our guests.

### **Day off:**

Our days off are precious; we hope for good weather and the energy to go out and enjoy this area we call home! It is, after all, what our guests are paying us to do!

A few things that are regularly enjoy on Raspberry Island:

- Go for a walk! Up the mountain, along the beaches, go explore! Our guests travel here from near and far to do just this!
- Go kayaking! Grab a kayak and drift with the tide or dig in; you may find some of our guests also out kayaking!
- Take a nap! We work hard here and a rest can be luxurious!
- Relax on one of the beaches or in a Sitka Spruce Forest, read a book, paint, draw, exercise, do some yoga, breathe!
- Our White Lab Sadie Sioux, and our Berniedoodle Rambo are always ready for love. Throw a stick for Sadie or just give old Rambo some attention, they're always looking for a buddy.
- If it's rainy or you just don't feel like going outside; watch a movie, play a game, come up with your own activity. Sometimes down days can be ideal.

- Make a friend! Our team is small and we hope for a good team relationship; there are a number of games etc in the lodge, get a game of Catan going!
- We own two jet skis; if you prefer horsepower over human power, go ride! Explore, fish, or just play!
- Ultimately, do your best to separate from 'work.' Recharge, and don't forget to smell the roses. This is a beautiful place, whether you're fully immersed outside, or inside looking out!

In addition to the above, we also like to offer fishing on the lodge boats, or participating in a fly out bear view. Please understand that these options can only be offered on an availability basis; the boats can only take up to 6 passengers, and the planes are limited as well, you can look at the Lodge Calendar to see if there may be an option to do either on your day off! Let us know in advance if you'd like to go and we'll do our best to make it happen.

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* arriving:**

Alaska Food Handlers Card Required: [www.akfoodhandlers.com](http://www.akfoodhandlers.com)

Serv Safe Food Protection Manager: [www.servsafe.com](http://www.servsafe.com)

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

First Aid and CPR cards are preferred. [www.redcross.org](http://www.redcross.org).

#### **Lodge Cook Compensation:**

Compensation for this position is about \$4,500/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 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 within ten business days of completing the prior month's work and/or 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 \$3,000 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 City.

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.

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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