

HOLLYHOCK

Position: General Housekeeper & Outdoor Guest Services

Reports to: Guest Service Manager and Housekeeping Supervisor

Start Date: March/April - November 2022

Hours and Location: Seasonal, part time - full time hours on Cortes Island

Wage: Starting \$17/hour

ABOUT US

Hollyhock exists to inspire, nourish, and support people who are making the world better. We host over 100 personal and professional development programs each year, immersing our staff in a culture of connection, personal growth, and progressive social change.

Our oceanfront Cortes Island campus rests in the traditional territories of the Klahoose, Tla'amin, and Homalco Nations; we are committed to renewing and improving our relationships with these First Nations peoples.

Our campus boasts rustic accommodations, seasonal meals, yoga, bodywork, a world-famous garden, hot tubs, and a network of nature trails through our campus and connecting to nearby parks. Hollyhock staff receive discounts on all of our services and meals, and the opportunity to experience a complimentary Hollyhock program.

We believe that a workforce that reflects the diversity of the communities we serve strengthens our ability to achieve our mission. We strongly encourage applicants of all genders, ethnic and cultural backgrounds, sexual orientations, abilities, and with a range of life experiences to apply. Please feel free to state any aspects of your identity that may contribute to diversity in our workforce in your cover letter, so we can prioritize your application.

ABOUT THE ROLE

Hollyhock Housekeepers & Outdoor Guest Services team are an important part of our operational team! Ensuring the overall cleanliness of our Island Campus guest rooms, session spaces, hot tubs and grounds. Housekeepers are needed on our busy turnover days to help with general cleaning and making rooms for arriving guests. A positive attitude and clear communication is essential. Our Housekeepers & OGS team provide guest room check in support and answer any guest inquiries while out on the grounds. This is a physical role with a need for speed and quality.

This role is responsible for following all safety guidelines set out in the Hollyhock Safety Plan to ensure a safe environment for guests & staff. These guidelines include cleaning & hygiene, physical distancing and wearing a mask or other PPE when appropriate.

KEY RESPONSIBILITIES

- Cleaning Rooms and Making Beds
 - Loading and unloading of supplies
 - Garbage and Recycling collecting
 - Reporting maintenance needs and lost items to supervisor & manager
 - Participate in Health & Safety initiatives
 - Duties include cleaning bathrooms and surfaces of room, dusting, sweeping, vacuuming, making beds, loading golf carts with clean bedding and with dirty laundry and garbage/recycling after rooms are cleaned. Maintaining a clean department
 - Good at multitasking
 - Strong knowledge of the Hollyhock campus, friendly and capable of supporting guest inquiries
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QUALIFICATIONS

- Physically capable to move at a fast pace on uneven terrain
 - Able to lift 18 kg (40lbs) and be on your feet moving for up to 8 hours
 - A friendly demeanor
 - Ability to respond calmly in busy situations
 - Works well in a team environment
 - The successful candidate must be legally able to work in Canada and enjoy living in a remote setting
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APPLY

Please apply using the online form at hollyhock.ca/jobs
You will have an opportunity to upload your resume and cover letter.

This position is open until it is filled. Please get your application in as soon as possible. Only short-listed candidates will be contacted.