

# HOLLYHOCK

**Position:** Hollyhock Host

**Reports to:** Meal Services Manager

**Start Date:** April / May

**Hours and Location:** Part-time Seasonal, on Cortes Island

**Wage:** \$18/hour to start

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## ABOUT US

**Hollyhock creates meaningful experiences to inspire personal growth and social transformation.** Our vision is to achieve a future where people live in right relations with ourselves, each other, and the natural world; understanding that these are intricately connected. We host over 100 programs each year, immersing our staff in a culture of connection, honesty, trust, and authenticity.

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

Our campus boasts rustic accommodations, garden to table meals, yoga, bodywork, a world-famous garden, hot tubs, and network of nature trails through towering cedar and douglas fir trees. 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.

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## ABOUT THE ROLE

This position greets, checks in the guests and seats them at meal times, serves the meals, handles financial transactions, and the sale of alcohol. This position is also responsible for maintaining the cleanliness and aesthetic of the lodge, cleaning and maintaining the self-serve stations, and assisting with running the snack bar. This position also performs some prep tasks in the kitchen as required.

You will be greeting guests on arrival in the lodge. You are personable, discreet, mature-minded, and resourceful; with top-notch communication skills. You take great pleasure in providing service. You embody grace under pressure. You are meticulous, responsible, and detail-oriented. You bring positive energy to your work and enjoy enhancing the experience of others.

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Hosts are 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 required.

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## KEY RESPONSIBILITIES

- Greeting, orienting guests with meal service
  - Serving meals to customers.
  - Handling financial transactions.
  - Selling and serving alcohol.
  - Caring for the safety and wellbeing of guests and staff
  - Offering resources, directions, and information to enhance guest experience
  - Maintaining cleanliness and tidiness in the Lodge and secondary guest facilities
  - Maintaining the coffee/ tea bar and the self serve snack station at all times, including carrying heavy trays of glasses
  - Opening Lodge and coffee bar for early shifts (as early as 6am) and/or closing down and ensuring security for late shifts (8-9pm)
  - Set-up, serving, and hosting at events or parties on occasion
  - Assisting in Kitchen prep duties as required
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## QUALIFICATIONS

- Ability to lift up to 14 kg (30 lbs), work on your feet for up to an 8-hour shift, and climb stairs
  - Customer Service experience an asset
  - Ability to thrive in a shifting, fast-paced, occasionally stressful 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/apply-to-work](https://hollyhock.ca/jobs/apply-to-work)  
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.