



Position: Yurt Host/ess

Reports To: Programs Manager

Salary: \$28/hr

Hours of Work: December- March. Part-time. 3 -11 pm. Typically up to 8 hours (1 dinner) per week. More available Christmas week.

Job Description: The yurt hostess oversees the quality of presentation of yurt dinners and acts as a server during the dinner.

Key Duties and Responsibilities:

- Create seating assignments using reservation information provided by Programs Manager
- Assist the yurt manager in gathering items necessary for each dinner
- Arrange tables at yurt according to seating assignments
- Set tables
- Calculate number and types of meals at each table for chef
- Coordinate servers upon their arrival
- Serve drinks at the bar
- Give welcoming speech
- Keep fire stoked as necessary
- Serve courses during dinner
- Clean up front of house after dinner
- Help the yurt manager and chef clean up and load the snowmobile
- Assist yurt manager in putting things away in the cat barn at the end of the evening
- Communicate with Programs Manager about supplies needed out at yurt
- Assist Programs Manager in maintaining an inventory of beer and wine