

WALDENWOODS

Resort and Conference Center

2975 Old US 23 P.O. Box 248 Hartland, Mi 48353
810-632-6400 FAX 810-632-5187

www.waldenwoods.com email memservice@waldenwoods.com

Dear Workamper Applicant,

Waldenwoods Family Recreation Resort is situated in Hartland, Michigan. 30 minutes north of Ann Arbor, 30 minutes south of Flint, 1 hour northwest of Detroit and 45 minutes east of Lansing. Waldenwoods is a wooded 1500-acre private membership resort. The resort sits on property that has been owned and operated by the same family for over 100 years.

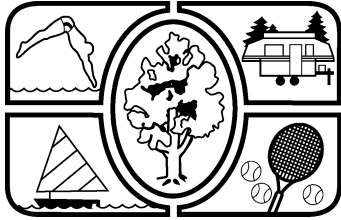
Waldenwoods amenities include 2 Hotel style Lodges, 10 Cottages, 320 Campsites, 140 Acre Spring Fed Lake, 4 Tennis Courts, Swimming Pool, Jacuzzi, Sauna, Volleyball, Horseshoes, Fitness/Activity Center, Camp Store, Laundry facility, Conference/Banquet Center, Restaurant, Lounge, 27-hole Championship golf course, 4 mile hiking path around the lake, Boat Rental and terrific fishing.

Waldenwoods has been utilizing Workampers for over 15 years. We hire several Workamper singles and couples each year. Waldenwoods is a busy resort with many activities such as a Hawaiian Luau, 4th of July Fireworks, Old Car Show, BBQ's, Dances, and parades just to name a few. We encourage all our Workampers to participate in all our events as well as enjoy all our amenities. In our Conference/Banquet Center, we have weddings nearly every night of the weekend and conferences throughout the week.

Michigan has many wonderful attractions that are within an hour of the resort. Henry Ford Museum, Greenfield Village, and the country's largest Christmas town - Frankenmuth, Michigan just to name a few. Mackinaw Island, Canada and our Greatest treasures, The Great Lakes are only a short distance away for the adventurous Workamper.

Keep in mind that we are a very active resort and applicants should be in good physical condition. If you are looking for a position that will keep you busy this is a great place to spend your summer. We are looking for individuals who love the outdoor environment, appreciate history, are enthusiastic and fun loving, and enjoy serving others.

If you like our program and are interested in becoming a Waldenwoods Workamper please email or call us back and we can set up an interview. We look forward to hearing from you soon.



WALDENWOODS
Resort and Conference Center
2975 Old US 23 P.O. Box 248 Hartland, Mi 48353
810-632-6400 FAX 810-632-5187

www.waldenwoods.com email memservice@waldenwoods.com

WORKAMPER POSITION DESCRIPTION

(Job descriptions, hours and rate of pay subject to change from season to season)

HOUSEKEEPING

- ❖ **Job Description:** Changing beds, vacuuming, dusting, and duties associated with keeping hotels and rental cabins clean. Duties include Clean Team for campground bathhouse.
- ❖ **Job Requirements:** Must have excellent customer service skills. On feet for entire shift, lifting up to 30 lbs and bending.
- ❖ **Hours:** 16-40hrs/wk. Shifts: Rotation of shifts between 8am-4pm. 3-5days/wk Pay: \$8/hr.

RANGERS

- ❖ **Job Description:** This position can also be called a Relationship Specialist. Rangers are primarily responsible for assisting members in their use of the resort. Rangers perform site checks, enforce rules and regulations, perform security building checks at night, nightly lockup and morning unlocks, handles member complaints and staff entrance gate.
- ❖ **Job Requirements:** Must have excellent customer service skills. Must be able to handle emergency situations. Serve members in friendly and pleasant manner. Must be a sharp thinker and physically able to walk at least 2-3 miles/day. Must be able to get along with all people.
- ❖ **Hours:** 16-40hrs/wk. Shifts: Varying shifts between 8am-2am. Pay: \$8/hr

RESERVATION/REGISTRATION OFFICE

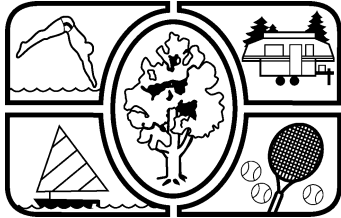
- ❖ **Job Description:** Welcome Center Specialists... Duties include taking reservations, operating a cash register, answering phones, greeting customers, collecting fees and general office duties.
- ❖ **Job Requirements:** Must have excellent customer service skills. Requires good communication skills and computer literacy. Must be a multi-task oriented person and able to handle a very busy office. Good hearing required. Will operate 2-way radio.
- ❖ **Hours:** 16-40hrs/wk Shifts: 9am-6/8pm. Pay: \$8/hr

CRAFT SUPERVISOR

- ❖ **Job Description:** This position requires a creative and crafty person. Duties include: Match crafts to meet themed weekends. Purchasing supplies based on a budget. Supervise all craft activities
- ❖ **Job Requirements:** Must have excellent customer service skills. Working with kids of all ages, bending, lifting, cleaning. Requires good communication skills and patience.
- ❖ **Hours:** 8-16 hours per week Pay \$8/hr.

STORE MANAGER

- ❖ **Job Description:** Manage overall store operations including ordering, receiving deliveries, stocking, completing deposits, and taking inventory. Manage staff, implement schedule, operate cash register, and prepare some food products.
- ❖ **Job Requirements:** Must have excellent customer service skills. Bending and lifting (40lbs). On feet most of the shift.
- ❖ **Hours:** 35-40hrs/wk. Manager makes their own schedule but is expected to be in store during busiest times. Pay: \$9/hr.



WALDENWOODS

Resort and Conference Center

2975 Old US 23 P.O. Box 248 Hartland, Mi 48353
810-632-6400 FAX 810-632-5187

www.waldenwoods.com email memservice@waldenwoods.com

STORE CLERK

- ❖ **Job Description:** Operate cash register, some food preparation, stocking shelves. Pleasant with guests. Scoop ice cream.
- ❖ **Job Requirements:** Must have excellent customer service skills. Bending and lifting (40 lbs). On feet most of shift.
- ❖ **Hours:** 16-40hr/wk. Shifts: Rotation between 3pm-10pm.
- ❖ **Addition:** Position is weekends during May and then a complete schedule begins the 2nd weekend in June-Labor Day. Pay: \$8/hr

LANDSCAPING/MOWERS/MAINTENANCE

- ❖ **Job Description:** Maintenance crew is responsible for lawn mowing, landscaping, filling propane, RV pump-outs, trash pickup and grounds maintenance. Should have a general knowledge of tools and vehicle maintenance. Some knowledge of plumbing and electrical helpful. Not afraid to get your hands dirty. Strong work ethic and positive attitude. Can take orders but work independently.
- ❖ **Job Requirements:** Must have excellent customer service skills. Must be physically fit, able to lift up to 40 lbs, walk up to 2 miles per day.
- ❖ **Hours:** 16-40hrs/wk Shifts: Vary between 8am-9pm. Pay: \$8/hr

TRAILER MOVER

- ❖ **Job Description:** Using our truck, Trailer Mover moves RV units from storage to campsite and back. Knowledge and experience backing a travel trailer and a 5th wheel.
- ❖ **Job Requirements:** Must have excellent customer service skills. Very physical job of getting in and out of truck and cranking jacks.
- ❖ **Hours:** 16-40hrs/wk Shift: Generally 9am-5pm Pay: \$8/hr.

WAITSTAFF/WEDDING SETUP

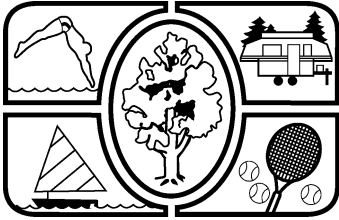
- ❖ **Job Description:** This position requires working with the public/members.
- ❖ **Job Requirements:** Able to lift 30 lbs and be on feet for several hours at a time. Must be friendly and outgoing
- ❖ **Hours:** 8-16 hours per week. 7:30am – 2:30pm Weekends Pay \$8 per hour

WAITSTAFF/BUSER – BELLRINGER LOUNGE

- ❖ **Job Description:** Position requires a friendly, outgoing individual who likes working with the public. Busing tables and taking food and drink orders
- ❖ **Job Requirements:** Must have excellent customer service skills. Able to climb stairs and lift 30 lbs..
- ❖ **Hours:** 8-16 hours per week. Varying shifts mostly evenings 5pm – 10pm. Pay \$8/hr.

RESTAURANT MAINTENANCE

- ❖ **Job Description:** General maintenance and assistance. Will be setting up and taking down outside chairs, general cleanup, window washing, painting, etc .
- ❖ **Job Requirements:** Must have excellent customer service skills. Ability to climb, lift up to 30 lbs and carry.
- ❖ **Hours:** 8-16 hours per week. Varying shifts Pay \$8 per hour.



WALDENWOODS

Resort and Conference Center

2975 Old US 23 P.O. Box 248 Hartland, Mi 48353

810-632-6400 FAX 810-632-5187

www.waldenwoods.com email memservice@waldenwoods.com

BANQUET OFFICE AID

- ❖ **Job Description:** Assist Office personnel with phones, paperwork, packet assembly, etc.
- ❖ **Job Requirements:** Must have excellent customer service skills. Must like working with public, be friendly, outgoing, organized and detail oriented.
- ❖ **Hours** 8-16 hours per week. Varying shifts Pay \$8 per hour.

SALES OFFICE AID

- ❖ **Job Description:** Assist Office personnel with phones, paperwork, packet assembly, etc.
- ❖ **Job Requirements:** Must have excellent customer service skills. Must like working with public, be friendly, outgoing, organized and detail oriented.
- ❖ **Hours** 8-16 hours per week. Varying shifts Pay \$8 per hour.

AMBASSADOR

- ❖ **Job Description:** Welcome prospective members, distribute welcome packets, meet and greet new members, solicit comment cards and answer questions regarding use of resort. In addition this person will operate a shuttle service from the campground to our restaurant and lounge.
- ❖ **Job Requirements:** Must have excellent customer service skills. Must like working with public, be friendly, outgoing, organized and detail oriented.
- ❖ **Hours:** 12 hours per week. Friday and Saturday evenings. Pay \$8 per hour