

Tasks listed are a general idea of what each position is responsible for. Other tasks may be assigned as needed.

AM/PM COOKS

Prep, cook, serve, & clean up breakfast & lunch & dinner
Maintain a very clean environment throughout the whole kitchen & dining hall
Sweep/vacuum & mop the floors throughout the whole kitchen & dining hall
Wash tables, counters, & walls
Wash, rinse, & sanitize dishes, pots, & pans
Restock supplies
Wash & put away kitchen laundry
Assist other galley team members
Perform weekend housekeeping to turn facility around
Help issue raingear & boots to guests
Capture pics & share them with photographer
Other duties as assigned

BAKER

Responsible for baking all rolls, bread, desserts, cookies, etc.
Maintain a very clean environment throughout the bakery
Sweep & mop the floors in the bakery
Wash tables, counters, & walls
Wash, rinse, & sanitize dishes, pots, & pans
Restock supplies
Assist other galley team members
Perform weekend housekeeping to turn facility around
Help issue raingear & boots to guests
Capture pics & share them with photographer
Other duties as assigned

AM/PM GALLEY

Prep, set up, maintain, & clean up the breakfast bar & the sandwich bar or the salad bar
Refill & wipe off condiments
Maintain a very clean environment throughout the whole kitchen & dining hall
Sweep/vacuum & mop the floors throughout the whole kitchen & dining hall
Wash tables & refill napkins
Wipe counters & walls
Refill & wipe off condiments
Wash, rinse, & sanitize dishes, pots, & pans
Assist with lunch prep
Assist other galley team members

Restock supplies
Clean & restock lunch buckets
Perform weekend housekeeping to turn facility around
Help issue raingear & boots to guests
Capture pics & share them with photographer
Other duties as assigned

AM/PM DISHWASHERS

Wash, rinse, & sanitize dishes, pots, & pans
Wash tables & wipe counters down
Refill napkins
Refill & wipe off condiments
Maintain cleanliness & order in the dish room & kitchen area
Keep all dishes neat & organized in their proper location
Help with lunch buckets - scrub, sanitize, dry, restock, etc.
Assist other galley team members
Wash windows & sills
Perform weekend housekeeping to turn facility around
Help issue raingear & boots to guests
Capture pics & share them with photographer
Other duties as assigned

STORE KEEPER & HOUSEKEEPER

Operate & maintain an attractive, clean, & organized store
Restock shelves, water bottles, & soda machine
Account for all merchandise & keep track of inventory
Account for all money in & out of the cash register
Settle guest tabs on Friday night
Help prepare weekly deposit
Run reports & upload them
Refill distilled water jugs
Assist other galley team members
Help wash dining tables & refill napkins
Perform daily housekeeping functions for the lodge
Help spearhead the weekend housekeeping to turn facility around
Clean shop vacuum filters out regularly
Contribute to and supervise facility cleaning on the weekend.
Organize & maintain housekeeping supplies weekly
Deep clean laundry machines weekly
Capture pics & share them with photographer
Other duties as assigned

DOCK STAFF

Fillet, vacuum seal, & box fish

Launch, clean, restock, & fuel boats

Power wash boats, dock, & equipment

Teach guests how to fish & how to use the boats & equipment

Lift & haul cargo, luggage, & supplies (must be able to lift 50 lbs. safely & repeatedly)

Wash, dry, & put away boat rags

Assist mechanics with oil changes & basic boat maintenance like fuses & bilges

Work on projects as needed

Capture pics & share them with photographer

Clean & organize raingear & boots weekly

Perform weekend housekeeping to turn facility around

Operate heavy equipment as trained and authorized

Assist other staff

Other duties as assigned

AM/PM MAINTENANCE

Perform lodge facility repair & maintenance

Maintain water system & logs

Supervise projects & work orders

Perform weekend housekeeping to turn facility around

Help clean, organize, & issue raingear & boots weekly

Operate heavy equipment as trained and authorized

Assist other staff as needed

Other duties as assigned

AM/PM MECHANICS

Fix, repair, & install boat equipment

Perform preventive inspections & maintenance regularly

Perform proper & regular maintenance on all boats, generators, forklifts, & equipment (keep a written log of all maintenance done)

Clean & organize boat house, equipment, & tools

Complete mechanic work orders and projects

Assist other staff

Operate heavy equipment as trained and authorized

Other duties as assigned

PHOTOGRAPHERS

Safety boat & capture photos/videos of guests, wildlife, & scenery on land & on sea (close ups, individual, groups, fishing, eating, etc.)

Put together weekly videos of our guests & add to it each day

Categorize pictures by boat each week with guests' names
Put photos & video on thumb drives for guests on Friday nights
Take staff pictures for staff board
Perform weekend housekeeping to turn facility around
Help clean & organize raingear & boots
Assist other staff as needed
Other duties as assigned