



Roaring Fork Club CAREER OPPORTUNITIES:
Member Services Team



- Job title:** **BELL STAFF SHIFT LEADER**
- Terms:** Seasonal, with the possibility of year-round employment and benefits.
- Rate:** \$22.00 - \$25.00 /hour, depending on experience; lunches provided
- Requirements:** Prior supervisor skills preferred, strong communication skills, exceptional time management, a team leader that can creatively delegate and problem solve, is able to lift 50lbs, Valid Driver's License
- About the role:** Supports oversight of day-to-day operations of the Bell Staff Team. Trains, leads, and supports team by prioritizing, delegating, and accomplishing day-to-day tasks. Ensures entire team is maintaining club standards and surpassing member expectations.
- Responsibilities:** Include, but are not limited to:
- Perform check-ins and -outs of cabins and suites, which include a walk-through tour of their unit, luggage assistance, and briefing of current club events and activities
 - Coordinates and executes Transportation Services
 - Appearance, maintenance, and inventory of 75+ cabin carts, 7 RFC vehicles, 70+ member-owned vehicles, and all keys
 - Maintains up-to-date inventory of owner's storage, and timely delivery/retrieval to cabins & suites
 - Assists Bell Staff Supervisor; manage Bell Staff email in absence, updating the task list, and keeping Concierge and Management in the loop of need-to-know details
 - Oversees Shipping and Receiving
 - Complete all items on the daily ticket list
- Apply:** https://www.roaringforkclub.com/Career_Opportunities