



SSS & RTC THE WORD

Winter 17-18' | Issue 5 | Nov 17 2017

WE ARE OPEN!!



11/16/17

Have you completed orientation...

- Finished on-boarding paperwork?
- New employees- finished I9 forms with HR?? Presented ID's?
- Sign up for Training Options... just keep reading ↓

If you think you have applied but have not heard from us, please reach out and let us know: Snowsports@stevenspass.com or 206-812-7393

UPDATED Transit Schedule: [HERE](#)

SSS STAFF = To complete your training you are required to submit a recognition of understanding for our department policies and procedures. You can find these at the Resources tab of the staff website here:

<https://spss.snowportal.com/resources/>

DUE DATE for full timers = Sat. 12/16

DUE DATE for part timers = Sat. 12/23

ORIENTATION-NOV 18th

8:00-10:15am: Company orientation- 2nd floor of the TCL; aka the Deli

10:15-12pm: Free time to...

- Get your uniform
- New employees to finish paperwork at HR
- Get your locker (you can bring your own combination lock if you'd like, but must be willing to share the combo with admin)

12:00-1:00pm: Department meeting- for the listed positions; @ SSS Locker Room

- Attendants (indoor & outdoor)
- Instructors
- Conveyor Lift Operators

***Check in starts at 7:30am- please come early there are over 200 people coming!**

***Repair will NOT be taking equipment for the clock rider inspection program Saturday. The repair shop is open Nov 13th-17th and weekends after Nov 18th.**

Need to attend orientation...

- Submitted your work schedule?
- Accepted a job offer?
- RSVP'd for Orientation? Great! See you tomorrow 😊 Did you read the above? ↑

THINGS TO BRING TO ORIENTATION

NEW EMPLOYEES

Bring 2 forms of ID—*drivers license + social security card, birth certificate, OR passport!*

ALL EMPLOYEES

- Your gear- skis/sb/boots/etc.
- Your questions for the upcoming season
- THE SNOW STOKE* to share with new and familiar faces!!

Can't make this orientation?

Here are some other options....

-Dec 2nd 1:00-3:30pm*

-Dec 18th 8:00-10:15am*

*Times may shift to add a SSS meeting

KEY DATES:

- **Nov. 18th**- Orientation; 8:00-1:00pm
 - **NEW EMPLOYEES**—Bring 2 forms of ID! (Drivers license + social security card OR passport)
- **TRAINING CLINICS**- starting Nov. 24th...see below

INSTRUCTORS

TRAINING DUE DATES

FULL TIME = Sat. 12/16

PART TIME = Sat. 12/23

NEW INSTRUCTORS:

- Make sure you attend or RSVP to Orientation
- RSVP to New Instructor Training Options by 11/25—you should have an email for this!
- Receive a confirmation email with your selected dates and an E-Learning course to complete before training!
- New Instructor Training + 3 lesson shadows = start working!

RETURNING INSTRUCTORS:

- Back in the Saddle (BITS) Clinics are mandatory; offered from Fri. 11/24 – Sat. 12/16
- View available dates and sign up through RTP link [HERE!](https://instructor.stevenspass.com) <https://instructor.stevenspass.com>
- Username: MTN### (11 digits)
- Password: rtp2013
- E-Learning course will be sent to you soon to completed before attending BITS!

RENTAL SHOP NEWS

Rentals Training/Orientation = Nov 18-19th

An email has been sent out last week with more details for this weekend—if you have NOT received this email please reach out directly to Cameron:

Cameron.berg@stevenspass.com

We are looking forward to getting the team together and we will see you all tomorrow morning!! BRING THE STOKE!

Remember: Saturday is your orientation date; please arrive around 7:30am in the 2nd floor of the TCL.

CASHIER STAFF NEWS

ALL cashier training = Nov. 18-19th

Please read the email sent out with updates on this weekend's orientation + training.

Remember: Saturday, Nov. 18th is your orientation date; please arrive around 7:30am in the 2nd floor of the TCL.

*Stay put after orientation—we will be meeting with auditing at 10:15am

We're excited to have our new team meet the returning team—off to a great year!!

COMMUNITY

EMPLOYEE REFERRAL PROGRAM

From Nov 11th – Dec 17th if you refer an employee to work at Stevens in one of the below positions you will receive a **\$50 incentive!**

- Cook 1 or 2
- Quick serve cashier or busser
- Ski or Snowboard Instructor
- Rentals Team member (Day shift)

They MUST put both your first + last name.

We will pay out the incentive during the first payroll of Jan 2018 so long as the referral is in good standing!



Photography by DOD: Here is George, one of your trainers getting some training in! Earning his turns early...little did he know chair access was coming the next day!

Looking to come up and ski before your training starts?

Make sure you have done the following:

- Attended or RSVP for an orientation
- Attended or RSVP for New Instructor Training or BITS clinic
- Completed all on-boarding tasks sent out from HR (including presenting ID's for new employees)
- WOOHOO-- check in with Sydney or Lauren then GO RIDE!

Helmet Pro Deal: All employees sliding on snow (instructors + outdoor attendants) are REQUIRED to wear a helmet when working--Here are some options:
-Bring your own personal helmet (snow approved aka no bike, climbing, boat, etc.)
-Check a seasonal rental out from HR-Company Store
-Purchase through Giro Pro-Deal- sent out via email to folks eligible!

