



Winter 17-18' | Issue 7 | Nov 30 2017

## December is Here?!



Where did the time go! As we move into December we are fully up and running in our school and shop. We hope you are able to get out on snow and have some fun. Below are some due dates to keep in mind...

**REQUIRED FOR ALL 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

**REQUIRED FOR ALL STAFF** = A mandatory training topic for all Stevens Pass employees is about sexual harassment. There is a short 20min video and sign-off sheet to complete. There will be multiple options to complete this required task: **8:00-8:30am in the Summit Room** (second floor of TCL) OR **4:00-4:30pm in Youth Programs** on the following dates: **Sat 12/2, Sun 12/3; Sat 12/9, Sun 12/10**

**UPDATED Transit Schedule:** [HERE](#)

## ORIENTATION-Dec 2<sup>nd</sup>

Have you RSVP'ed for your spot this Saturday, Dec 2<sup>nd</sup>? Great...here is the game plan for the day:

**7:30-12:00pm**- HR and Company Store will be open to get uniforms and new hires to complete paperwork and present ID's.  
\*Don't forget 2 forms of ID!  
\*Get a locker  
\*Bring your gear → Gear inspections →

**11:00-12:00pm**- Ski and Snowboard School Meeting @ Trailside Room: 1<sup>st</sup> floor of Pacific Crest Lodge

**12:45-3:30pm**- Company Orientation @ Deli: 2<sup>nd</sup> floor of Tye Creek Lodge

**Still need to attend an orientation...**  
-Submitted your work schedule?  
-Accepted a job offer?

Great.... RSVP for Saturday by replying to this email; please **RSVP by Dec 1<sup>st</sup>**— space is limited!

## Ski and Snowboard School Info

**Need to complete the "Clock Rider Inspection Program" ....**  
-Come fill out an equipment inspection form in the school locker room  
-Bring your skis and (both!) boots  
-Snowboarders will self-inspect by turning in the equipment inspection form  
\*You have 30 days from starting work (orientation) to complete this task!

**E-Learning courses ...**  
There is a short course for all SSS employees and a second course for all instructors. We strongly recommend completing these courses prior to training, whether you are new or returning! Check them out here: <https://spss.snowportal.com/online-training/>

## KEY DATES:

- **Saturday Dec 2<sup>nd</sup>** - Orientation 11:00am-3:30pm
  - **NEW EMPLOYEES**—Bring 2 forms of ID! (Drivers license + social security card OR passport)
- **BITS Clinics**—Friday Dec 1<sup>st</sup> – Dec 16<sup>th</sup>
- **Dec 2<sup>nd</sup>-3<sup>rd</sup>**- Sexual Harassment training (**REQUIRED**)
  - 8:00-8:30am @ Summit Room (2<sup>nd</sup> floor of TCL)
  - OR 4:00-4:30pm @ Youth Programs

## INSTRUCTORS

### COMPLETED TRAINING DUE DATES

FULL TIME = Sat. 12/16  
PART TIME = Sat. 12/23

#### 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 is live now:

<https://spss.snowportal.com/online-training/>

**HELMET PRO DEAL:** All employees sliding on snow (instructors + outdoor attendants) are **REQUIRED** to wear a helmet when working/training!

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!

## RENTAL SHOP NEWS

For those that have recently joined our team and missed our first training session please make note of the following training dates:

**TRAINING:** Dec 9th – 10<sup>th</sup>

**ORIENTATION:** Dec 18<sup>th</sup>

If you cannot make these dates please communicate this to Cameron Berg or Brian Hitchens

## CASHIER STAFF NEWS

We are open with full operations this weekend!

Now is when we will begin to prepare for the busy Christmas season- if you are interested in additional training hours or shadowing hours please let your supervisor know!

# COMMUNITY

Do you have a carpool group of 4+ fellow employees/friends/family/hitch-hikers?!

Do you want front row parking in the G Lot?!

**Wish granted!** Parking has given employees the thumbs up for parking in the upper G-Lot with 4+ people per car.

### EMPLOYEE REFERRAL PROGRAM

From Nov 11<sup>th</sup> – Dec 17<sup>th</sup> 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!

Extended Forecast for Stevens Pass WA

Stoked to see a forecast like this for the upcoming weekend 😊

