



Winter 17-18' | Issue 9 | Dec 14 2017

## Holiday's Are HERE!!



**This weekend marks the start of our Holiday Madness Season! *What does this mean...?***

Things start to get busy around here! We will begin to see an increase in lesson volume, employee volume, and guest visits!

Please make sure to:

- Check your schedule and make sure you know **your start time** and **your location** for your scheduled shift
- Plan to leave home a bit earlier as you will begin to see some **morning traffic** heading up the pass
- Plan to leave early because you will also start to see the **employee parking lot filling up** with staff + guests (Absences will not be excused for traffic or parking issues!)

**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

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

## INCENTIVE PROGRAM

In case you missed it last week and are hearing locker room rumors.... It's true! You can now earn additional pay for any additional work outside of your scheduled shift.

**FOR TEACHING ADDITIONAL LESSONS:**  
**Earn time and a half** for any additional lesson taught after or before working a normal shift! (E.g. teach two lessons in the day and earn time and a half for teaching a third in the late afternoon/evening)

**FOR RENTALS, CASHIERS, CARPET OPS...**  
Earn **\$2.00/hour** more when you stay later or start earlier than a standard scheduled shift. (e.g. working a full day shift and staying after 4:30pm to help out)

This includes work you are pre-scheduled for (e.g. committing to days and evenings on Saturdays). [Check here for full details](#) and let us know if you would like to add evening lessons, carpet shifts etc. onto your schedule!

## Ski and Snowboard School Info

**Locker Room Reminders**  
Please do not write on lockers or fellow co-workers lockers! We have magnets to claim your locker if you currently have an unmarked one—come see Lauren or Sydney!

**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!

## KEY DATES:

- **BITS Clinics**—Dec 15 & 16<sup>th</sup> **LAST CHANCE!**
- **Dec 16<sup>th</sup>**—training (BITS + Policy and Procedures) due date for **FULL TIMERS**
- **Dec 18<sup>th</sup>**- **LAST orientation date!** 8:00-10:30am
  - If you are not already scheduled to work and haven't attended an orientation please try to make this last option!

## INSTRUCTORS

**As we ramp up for the holiday season, please make sure you are confident with your scheduled activities.** If not, please reach out to fellow instructors/trainers/supervisors for clarity.

This is our busiest time of the season! If anyone is looking to pick up some additional hours, these next two weeks are your chance! Take advantage of our new time and a half incentive program, avoid evening traffic, and get out on snow!

Let's all do our best to keep stoke levels high and take care of ourselves and our health as we enter the holiday season!

**Don't forget... Completed Training due dates are coming up. Returners—have you done a BITS clinic? New Instructors—have you completed all your shadows?**

FULL TIME = Sat. 12/16

PART TIME = Sat. 12/23

## RENTAL SHOP NEWS

Reminder: All **full time** employees will be working 6 days a week during the two weeks of holiday (Dec 18<sup>th</sup>-Jan 1<sup>st</sup> )

Any **part time** employees with additional availability please let Brian H (aka: Poptarts) or Cameron know!

Any further questions with the Shift Differential Incentive program?! Let us know!

## CASHIER STAFF NEWS

**It's here—Christmas!** Ok, well not quite yet, BUT we are about to ramp up for the busiest time of our season.

Reminder: all **full time** employees will be working 6 days a week between Dec 18-Dec 31<sup>st</sup>.

If you are **part time** and have additional availability during these two weeks—please let your supervisor know!

Let's work hard to take care of ourselves and each other this holiday season!

# COMMUNITY

### INTERESTED IN ORDERING BUSINESS CARDS?

See Matt Huff in the locker room and fill out your info on the clipboard on his locker (#122) by **Sunday, Dec 17<sup>th</sup>!**

OR send the below info to [snowsports@stevenspass.com](mailto:snowsports@stevenspass.com) by **Sunday, Dec. 17<sup>th</sup>!**

First and Last Name

Ski/Snowboard/Dual Instructor

Any certifications? PSIA/AASI/USASA

Contact info: phone, email?

Cards come in a **box of 100** and cost around **\$8/per box**—this will be deducted from your next paycheck. Business cards are a great addition to your lesson wrap up and can give students or parents contact info to book their next lesson or request you as their instructor!

### 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!

## 32, 292 Guest Visits

As of 12/12/17

PS—Night Ops start tomorrow...who's going to be out riding until 10pm!!!!

