



Dining Room Lead

Experience creative self-expression and rich connections in an environment where heart and meaning are a part of everyday life! [Mount Madonna Center](#) is offering a unique opportunity for an inspired and motivated individual interested in serving within a renowned retreat center and multigenerational yoga community overlooking Monterey Bay.

Mount Madonna is a center for learning that offers practices for living for the sincere seekers, thought leaders, retreat goers, teachers and students who desire an experience at the source. Since 1978, we have been honored to host both luminaries and practitioners in spiritual and religious traditions, artistic endeavors, social justice, and conscious business, among many others. Our residential community of practice and activities have been inspired by the yoga teachings and example of master yogi, Baba Hari Dass.

Mount Madonna prioritizes diversity, equity, inclusion, and belonging and strives to create a culture that empowers and supports individuals to bring their full and authentic self to the workplace. We look forward to hearing from you!

POSITION: Part time Dining Room Coordinator

Reports to: Operations Manager

JOB LOCATION: Mount Madonna Center - 445 Summit Road, Watsonville, CA, 95076

JOB SUMMARY:

The Dining Room Coordinator is a front of house position that runs the day to day service of the Center's dining room. Our dining room is in the Community Building, which is at the heart of the Center's property. Program guests and residents enjoy this space multiple times each day, making it a pivotal part of everyday life and the guest experience at Mount Madonna.

We strive to maintain a strong presence as the dining room staff and presentation directly reflects our community's spirit and values of service and wellbeing. We are looking for an energetic, bright individual who loves interacting with others and providing exceptional hospitality, as well as providing solid leadership and management of the area.

JOB RESPONSIBILITIES:

- Maintains the hygienic standards and procedures of the dining room
 - Ordering and receiving of supplies.
 - Ensures the cleanliness of the dining room during and in between all meals.
 - Assists Operations to ensure adequate scheduling and coverage of all shifts.
- Supervision of the dining room staff
 - Training all new staff members.
 - Acts as a supervisor for staff members.
 - Fills in for unstaffed shifts.
- Coordination with other departments
 - Works closely with the Kitchen staff and Dish Room staff in all phases of the meal to ensure that meals are presented in an appetizing and timely manner.
- Event Support
 - Participates in the planning and execution of special events & large programs.

REQUIRED SKILLS AND QUALIFICATIONS:

- Communication: Strong customer service and communication skills (both oral and written), as well as strong interpersonal and training skills.
- Time Management & Organization skills: Exceptional attention to detail and organization skills, including the ability to effectively manage numerous people simultaneously.
- Attitude: Someone with a hands-on approach with a strong bias for action.
- Good general physical health and stamina; this position requires some lifting and cleaning.
- Computer skills: Proficient in Google Suite, Microsoft Excel, and Word. Familiarity with Monday.com is a plus. The ability to adapt to custom software.

JOB TYPE: Part time 24-29 hours per week. The number of hours required for this position can be tailored somewhat to match the needs of the candidate.

RATE OF PAY: \$17-\$20/hour, depending on experience.

RESIDENTIAL POSITION AVAILABLE:

While not required, this position does offer the possibility of residency. Those interested in joining our multigenerational residential community would be open to living in an intentional yoga community and engaging with others in a positive way. Residential housing and all meals are provided for residents; all residents pay a modest monthly fee based on the total number of hours contributed. We ask everyone to abide by the vegetarian guidelines while on the property. More details about the residential agreement will be provided during the interview.

BENEFITS:

The number of hours required for this position can be tailored somewhat to match the needs of the candidate. Any agreement with the future Lead resulting in 24 hrs/week or more is considered part time employment with benefits: 2 weeks of paid vacation, 30 hours of sick leave, access to yoga classes and mentorship from elders. For those working 23 hours/week or less, Mount Madonna Center does not offer paid vacation, but does offer 23 hours of sick leave.

- Employee Sponsored Retirement Savings Plan after 3 months of employment
- Free meals cooked fresh daily for residential employees. For offland employees: one meal per day while working on site and reduced overnight accommodations when work-related
- Reduced rates on massage
- Access to:
 - Meditation, asana (postures), and yoga philosophy classes
 - Walking/hiking trails with broad vistas, redwood forests, ponds and wildlife
 - Cafe and bookstore
 - Community garden and chickens
 - Hot Tub
 - Community events
 - Seasonal Retreats and Programs

Many people experience healing from the pristine campus which is nestled in the redwood forest and overlooks the Monterey Bay. Residents enjoy hiking trails, ponds, and a multitude of wildlife while living at Mount Madonna.

Mount Madonna Center maintains a policy of providing equal opportunity in all aspects of employment.

a) It is the policy of Hanuman Fellowship to ensure equal employment opportunity for all persons regardless of race, color, religion, age, disability, national origin, creed, gender, gender identity, sexual preference or any other non-merit factor.

b) It is the policy of Hanuman Fellowship to ensure equal treatment, including but not limited to recruitment, hiring, promotion, discipline, compensation, assignment, benefits, training, furloughs and rehiring.

APPLICATION: Thank you for your interest! Please send your resume and cover letter to work@mountmadonna.org.

