

Shorefast's mission is to build cultural and economic resilience on Fogo Island and promote community well-being by building and sharing new models of economic development. By 'holding on and reaching out', Shorefast works with hospitality, art, technology, business, and design to enhance and share the natural assets of place.

The **Doorperson**, based at the Fogo Island Inn, will be responsible for ensuring each guest is warmly greeted upon entering the Inn. The **Doorperson** should be responsive to each guests needs and contribute to a memorable guest experience.

## General Responsibilities

- Welcome guests, handle luggage and attend to guest' needs on arrival.
- Ensure a smooth guest arrival.
- Orient guests to the Inn and their suites.
- Maintain a flow of traffic from the Inn to the parking lot, including retrieving and parking guest vehicles.
- Restock wood racks that are stationed throughout the Inn.
- Maintain cleanliness of the work area, including sweeping and mopping the main entrance area.
- Ensure fleet vehicles are clean, fueled and maintained in excellent working order.
- Upholds the highest standard of confidentiality.
- Other responsibilities.

## The ideal candidate:

- Will have a minimum of high school diploma or equivalent.
- Is enthusiastic and friendly and has good communication skill, with a high level of commitment to providing excellent customer service.
- Enjoys working in a team environment and has the ability to work across multiple departments.
- Has the capacity to work in a deadline-oriented environment while practicing sound decision making.
- Is able to work flexible hours (evening and weekend work will be required).

## What we offer:

- An engaged, highly supportive and collaborative environment.
- The opportunity to work and live in a thriving social entrepreneurship environment.
- A commitment to recruiting, promoting, and training qualified individuals at all levels within the organization.

## To Apply:

Submit a cover letter & resume to [careers@fogoislandinn.ca](mailto:careers@fogoislandinn.ca), subject line "**Door Person**"

Deadline for Applications: **Until Filled.**

Questions about this position may be directed to: Amanda Decker-Penton, [amandadeckerpenton@fogoislandinn.ca](mailto:amandadeckerpenton@fogoislandinn.ca)

About Shorefast: [www.shorefast.org](http://www.shorefast.org) | [www.fogoislandinn.ca](http://www.fogoislandinn.ca) | [www.woodshopfogoisland.ca](http://www.woodshopfogoisland.ca)

About Shorefast & Fogo Island: [Strange and Familiar](#)