

THE BENNINGTON LODGE OF ELKS IS LOOKING FOR TWO RELIABLE PROFESSIONALS TO JOIN OUR TEAM!

Please note, the word “Lodge” includes all areas of the main building, Carriage Barn, grounds, flowers, shrubs and walkways.

Lodge Steward

Primary Duties:

- present positive and welcoming attitude
- schedule and supervise bartenders
- conduct regular inventory and order supplies for lodge, lodge functions, and private parties
- book private parties and ensure all arrangements are in order
- work closely with lead custodian to ensure proper set up for all Lodge functions and private parties
- support bartenders to ensure successful Lodge fundraisers and events
- serve as a regular bartender

Lead Custodian

Primary Duties:

- present positive and welcoming attitude
- responsible for the overall cleanliness and appearance of the Lodge, this includes cleaning and maintaining all areas of the Lodge
- perform minor maintenance as needed and report all needed outside maintenance or replacement to lodge steward
- seasonally: care for flowers and shrubs, and clear and salt walkways as needed
- perform monthly check and test of exit lights and fire extinguishers
- set up the Lodge for all functions
- maintain cooler compressors, roof AC units and furnace/AC filters
- check incoming supplies against packing list and report discrepancies to Lodge Steward

To apply for either of these positions, please visit the MORE INFO page highlighted in **BLUE** on the left at www.benningtonelks.org. Completed applications may be submitted to Bennington Lodge #567, ATTN: Board of Directors, 125 Washington Ave., Bennington, VT 05201 or emailed to benningtonelks567@gmail.com.