

SNOW SPORTS ADDENDUM TO THE YAWGOO VALLEY EMPLOYEE MANUAL

Yawgoo Valley Snow Sports (YVSS) is a member of both the Professional Ski Instructors of America (PSIA) and the American Association of Snowboard Instructors (AASI). YVSS follows the standards of these organizations and employs the American Teaching System (ATS) as described and amended these organizations. YVSS instructors are encouraged to join PSIA/AASI and attend educational events to expand his/her knowledge in the professional teaching world.

Upon becoming a member of YVSS, it is the responsibility of the Pro to accept and follow the guidelines set forth in the Yawgoo Valley Employee Manual as well as those outlined in this addendum.

Pro Staff Requirements:

To become a member of the Yawgoo Valley Pro Staff, you must have one of the following:

1. Obtain membership through successful completion of the Yawgoo Valley Snow Sports Instructor Training Course (ITC), or
2. Obtain membership by providing proof of a current certification or membership with a recognized Snow Sports Teaching Association, or
3. Obtain membership with a letter of recommendation from another recognized Snow Sports School or Center.

NOTE:

- All returning instructors are required to participate in one early season training sessions.
- Minimum requirements for employment includes working four scheduled classes. (3) six-week program lessons and one(1) group lesson per week along with one (1) weekly clinic attendance.
- Full-time status includes working nine scheduled classes. (6) six week program lessons, (2) two group lessons and one clinic per week.

All Pro Staff on the premises are expected to report to line-ups in uniform.

Yawgoo Valley Pro Staff must be skiing/riding on current equipment, i.e. shaped skis, current boards, etc. Any ski too old to have the bindings certified by a qualified ski shop is not considered current.

Maintain professional standards and improve professional status:

1. Pros must attend clinics at a minimum of one per week. Clinics are typically offered multiple times per week. A clinic schedule with topics will be posted in the staff room. Clinics are generally two hours and will focus on a variety of topics, i.e. Customer Service, Teaching Progressions, Learning Styles, Equipment Maintenance, Personal Skiing/Riding, etc. In some instances, video sessions may be included.
2. Pros are urged to join PSIA/AASI and attend the many clinics and events that are offered each season. You can attend certain events even if you are not a member. YVSS may also schedule in-house events. Check the calendar in the staff room for more information.
3. YVSS maintains a library of publications that you may sign out. PSIA/AASI also have many manuals/publications available on their website. Visit www.psia-e.org.
4. Pros are encouraged to share with fellow Pros. Shared knowledge benefits everyone.

Respect your fellow Pros. No matter how well you ski or ride or how many years of experience you have, even the newest member of the staff brings something to our organization.

1. If you have an issue with a fellow instructor, bring it to the attention of a supervisor in a discreet manor.
2. Use of YVSS information including Pro Staff information should only be used in a professional manner.
3. Never address or discuss YVSS issues in front of guests.

All Pro Staff members are required to sign-in. Even though you may not be scheduled, you must check-in with a supervisor in the event that your services are needed. Pro Staff that are free skiing or riding should not be in YVSS uniform.

Help Tickets

Help Tickets are designed to help you submit lesson schedule changes or ask payroll questions. Tickets are available in the staff room. Please check the message board periodically to help a fellow staff member by taking his/her lesson.

Pro Forms

Pro forms may be available for certain ski/snowboard related products available to you at a substantial discount. This information will be forwarded to you as it becomes available.

Private Lessons

Private lesson assignments are delegated by the supervisor on duty with customer requests and or preferences being honored to meet the needs of the students. YVSS is committed to providing excellence in teaching services and seeks instructors who strive to expand their experiences and engage their students to bring them to the next level. Consideration for private lesson assignments are based on certification, skill level, years of service and your commitment to and fulfillment of your schedule responsibilities including attendance, reliability and clinic attendance.

Supervisors

The supervisor schedule will be posted in the staff room. You may have a different supervisor for each day you are here. There may also be Assistant Supervisor, Hill Captain (Apprentice Supervisor) and Snow Sports Liaison on duty depending on the day/time that you are here. Please familiarize yourself with these individuals.

Background Checks

Background checks will be required for all new YVSS staff 18+.

Jackets

YVSS jackets are available for purchase. Please see separate sheet. The YVSS uniform consists of a staff jacket purchased from YVSS. You must complete your uniform with black ski/snowboard pants and coordinating top garments (fleeces, sweaters, hats, etc.) that coordinate with the uniform jacket.

Pay Rates/Bonuses

<p style="text-align: center;">YAWGOO VALLEY LEARNING CENTER GROUP LESSON BONUS CARD For Every 5 Walk-In Group Lessons Taught</p> <p>PRO Name _____</p> <p>SUPERVISOR _____</p>
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GROUP LESSON BONUS CARD

A \$10 Bonus For Every 5 Walk-In Group Lessons Taught

LINE-UP PARTICIPATION (\$5 Per-Line-Up) in the event that there are no lesson sales for a scheduled session and the *staff on the schedule or called in* for that session have not worked that day the staff member will receive a \$5 line-up payment.

Pay Rates by Year and Level

	Yr 1/Level 0	Yr 2/Level 0	Yr 3/Level 0
Hourly	\$11.00	\$12.00	\$13.00
1.5 Hours	\$16.50	\$18.00	\$19.50
1 Hour Group	\$11.00	\$12.00	\$13.00
1.25 Hours	\$13.75	\$15.00	\$16.25
1/2 Hour Private	\$10.00	\$11.00	\$12.00
1 Hour Private	\$20.00	\$22.00	\$24.00
Semi-Private	\$26.00	\$28.00	\$30.00
3 Way Semi-Private	\$32.00	\$34.00	\$36.00
2 Hour Private	\$38.00	\$40.00	\$42.00
2 Hour Semi-Private	\$44.00	\$46.00	\$48.00
2 Hour 3 Way Semi-Private	\$50.00	\$52.00	\$54.00

	Yr 1/Level 1	Yr 2/Level 1	Yr 3/Level 1
Hourly	\$12.00	\$13.00	\$14.00
1.5 Hours	\$18.00	\$19.50	\$21.00
1 Hour Group	\$12.00	\$13.00	\$14.00
1.25 Hours	\$15.00	\$16.25	\$17.50
1/2 Hour Private	\$11.00	\$12.00	\$13.00
1 Hour Private	\$22.00	\$24.00	\$26.00
Semi-Private	\$28.00	\$30.00	\$32.00
3 Way Semi-Private	\$34.00	\$36.00	\$38.00
2 Hour Private	\$40.00	\$42.00	\$44.00
2 Hour Semi-Private	\$46.00	\$48.00	\$50.00
2 Hour 3 Way Semi-Private	\$52.00	\$54.00	\$56.00

	Yr 1/Level 2	Yr 2/Level 2	Yr 3/Level 2
Hourly	\$13.00	\$14.00	\$15.00
1.5 Hours	\$19.50	\$21.00	\$22.50
1 Hour Group	\$13.00	\$14.00	\$15.00
1.25 Hours	\$16.25	\$17.50	\$18.75
1/2 Hour Private	\$12.00	\$13.00	\$14.00
1 Hour Private	\$24.00	\$26.00	\$28.00
Semi-Private	\$30.00	\$32.00	\$34.00
3 Way Semi-Private	\$36.00	\$38.00	\$40.00
2 Hour Private	\$42.00	\$44.00	\$46.00
2 Hour Semi-Private	\$48.00	\$50.00	\$52.00
2 Hour 3 Way Semi-Private	\$54.00	\$56.00	\$58.00

	Yr 1/Level 3	Yr 2/Level 3	Yr 3/Level 3
Hourly	\$14.00	\$15.00	\$16.00
1.5 Hours	\$21.00	\$22.50	\$24.00
1 Hour Group	\$14.00	\$15.00	\$16.00
1.25 Hours	\$17.50	\$18.75	\$20.00
1/2 Hour Private	\$13.00	\$14.00	\$15.00
1 Hour Private	\$26.00	\$28.00	\$30.00
Semi-Private	\$32.00	\$34.00	\$36.00
3 Way Semi-Private	\$38.00	\$40.00	\$42.00
2 Hour Private	\$44.00	\$46.00	\$48.00
2 Hour Semi-Private	\$50.00	\$52.00	\$54.00
2 Hour 3 Way Semi-Private	\$56.00	\$58.00	\$60.00