

2010

LATIGO RANCH

PO Box 237, Kremmling, CO 80459

Employment
Application Packet

LATIGO RANCH

Employment Application Packet

This packet contains a great deal of information. We expect that you have already viewed our website, www.LatigoTrails.com. We suggest that you read the entire Employee Application Packet, and that you print those sections where you want a hard copy.

This Employment Application Packet is intended for the use of Latigo Ranch applicants and employees, and it may not be reproduced for any other purposes without the written permission of Latigo Ranch.

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**LATIGO RANCH
EMPLOYMENT APPLICATION PACKET**

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DO YOU FIT?

Are you are right for Latigo, and is Latigo right for you?

LATIGO RANCH VISION STATEMENT

We will create a high-quality, wholesome guest environment and deliver unforgettable, family-honoring, fun recreational experiences. Latigo Ranch will be a place where our guests and staff are refreshed, renewed, and challenged through active learning, discovery in God's natural creation, and by growth in their relationships with others and their Creator.

A TEAM WORTH JOINING

Latigo Ranch has gained a reputation for hiring some of the finest staff anywhere. We examine references and choose only those who demonstrate integrity, a willingness to learn, an ability to work well with others, and an attitude of flexibility.

WHY BOTHER?

Staff members who have worked at Latigo Ranch say they have never worked harder, but feel the rewards are well worth it. Surrounded by 400 square miles of Arapaho National Forest, our closest neighbor is several miles away. We provide families with weekly vacations including horseback riding, fishing, hiking, interpretive nature hikes, mountain biking, river rafting, overnight pack trips, cookouts, dances, children's programs and more. The scenery, the climate, and the people at Latigo make for summer memories to last a lifetime.

THE CHALLENGE OF SERVICE

Latigo has defined "service" to a new level, so staff who enjoy serving people find Latigo fulfilling. We aim to make the guests' week the best of their lives!

WORKING IN A FAMILY ATMOSPHERE

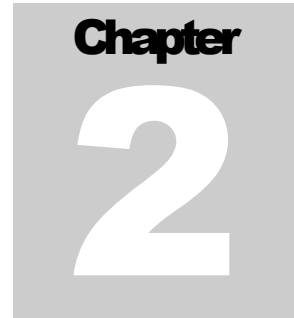
Latigo hires 19 staff every summer to serve up to 40 guests, and staff are encouraged to get to know those guests, participating in most of the guest activities. Staff live on the ranch, with meals and lodging as part of their compensation package. Because our goal is to create a "wholesome family feeling", staff are not permitted to use alcohol, drugs or tobacco on the property.

Applicants must be 18 years of age or older and available to work from at least early June until September. All employees may be expected to help out in areas other than their primary assignments on occasion. Except for key positions, we train workers with limited prior experience.

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REMOTE LOCATION

It is a ½ hour drive to the nearest town, Kremmling. It has a population of around 1,300, one stoplight, and very limited shopping, dining, or entertainment opportunities. The last 6 miles to Latigo is dirt road, and to get to the nearest movie theater or Mc Donald's is over an hour long drive each way.



POSITIONS OPEN

Here are your work opportunities.

WRANGLER: Wranglers must have prior experience with horses and may be asked to demonstrate their skills through interview, video, or demonstration. They are responsible for all aspects of horse-care, for guiding both adult and children's rides, and for instructing guests. Safety and appearance are prime concerns. The work is demanding.

HOUSEKEEPER: This position is for detail-oriented people who are organized. Both our cabins and our lodge represent who we are; keeping them spotless and attractive falls to the housekeepers. We train.

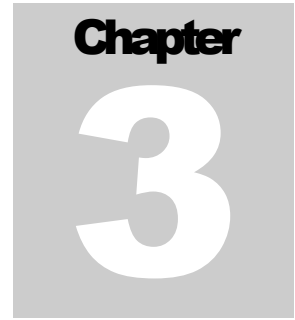
WAIT STAFF: We feed up to 65 guests and staff. Wait staff must be friendly, open, and able to anticipate people's needs. Primary duties include serving at the lodge and at cookouts, doing dishes, meal prep, and keeping the kitchen and dining room clean. We train.

COOK HELPER: Under the cook's supervision, this person prepares meals for the staff and assists in general kitchen duties. We train.

COOK/CHEF: Latigo has a reputation for serving very fine cuisine. The cook plans and executes meals according to Ranch policy and needs to be flexible, prompt, and capable of supervising and working closely with other staff. A strong service attitude is critical.

MAINTENANCE/RANCH HAND: These employees need experience with power tools and a general knowledge of carpentry, mechanics, and plumbing. Skills in electrical, farm machinery or welding are helpful. Must be able to work independently and see areas needing attention. Landscaping, hay irrigation, pool and spa maintenance and general labor fall into this area too. We train.

CHILDREN'S COUNSELOR FOR 3-5 YEAR OLDS: When we have young children, the children's counselor takes these children on pony rides and hikes, teaches about the Rocky Mountain area, and teaches crafts whenever their parents are riding. We train, but patience and a love for children is a must. When we have a week without young children, the counselor helps in many other departments.



STAFF GUIDELINES & RULES

More on what is expected of you.

You are expected to read this and agree to these guidelines and rules before accepting a job at Latigo. If you can't agree to these, don't even apply.

Ranch Facilities: It is the policy at many resorts that the staff may not use any of the guest facilities. Here we encourage staff to mix with guests, and we are happy to allow staff to use the ranch facilities. Remember, however, the facilities and equipment are here first and foremost for the guests; always defer to the guests should they want to use any of these facilities. For example, while using the pool table, you should relinquish it to a guest who walks up and may want to use it. Volunteer, don't make them ask. You are welcome to use the swimming pool, but for maintenance reasons the whirlpool is reserved for guest use only. When you finish using an area, it should be left in "guest-ready" condition.

Appearance: While you are here, you will be projecting an image of the West, not the latest campus fashion. We cater to families, and staff need to model a wholesome appearance and demeanor. Clothing and personal appearance are important communicators; neat grooming and cleanliness is a must. This is a RANCH -- dress WESTERN. On a ranch, bandanas are worn around the neck, not on the head. Shirts must be worn tucked in, pants not too baggy. T-shirts are unacceptable, as are bill caps. It is inappropriate in our setting to show your naked stomach anywhere except at the swimming pool -- "low rider" jeans are out. There should be no spaghetti straps visible. Don't bother to accept a contract if you have hair dyed bright colors. No body piercing or tattoos may be visible to our guests, with the exception of tasteful ear jewelry. You may wear a beard if you already have one, but you may not begin to grow one once here. Make your fashion statements before or after you come here. Wranglers must wear western boots while working, and all staff must wear a suitable boot with a smooth sole and adequate heel while riding horses. Latigo will make western shirts available to staff at cost, and local stores sell western boots at reasonable prices. Secondhand stores are often a good source of western or "country" attire.

Alcoholic Beverages and Drinking: The Ranch does not operate a bar, but guests may bring their own alcoholic beverages. Drinking by the staff while on Ranch property or on any Ranch assignment is PROHIBITED. Staff members are also prohibited from being on Ranch property or on any Ranch assignment in a state of intoxication. Should staff be

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offered alcohol by Ranch guests, staff must refuse to accept the drink. Needless to say, the use of any drugs or controlled substances by the staff is strictly forbidden. Violation of any Ranch policy concerning alcohol or drugs is sufficient condition for immediate dismissal.

Staff Housing: Clean your accommodations daily: beds must be made each day, linens laundered weekly, clothes properly hung up or stored in dressers, trash emptied often, bathrooms cleaned twice each week, floor swept or vacuumed twice weekly, etc. The bunkhouse should be in such condition at all times that it would not be an embarrassment for a guest to come up for a visit.

Be considerate of one another by keeping your things organized. Don't play loud music or stay up late talking while others are trying to sleep. Don't abuse friendships by borrowing or using gear or supplies without prior permission from the owner. Remember, borrowing carries the responsibility of repair or replacement in the event of damage. **You are expected to behave as mature adults in relating to one another.**

Telephones/Computers: There is a phone in the Staff Dining Room for staff use. Be considerate by keeping your conversations as short as possible. You will not always be available to receive incoming calls. We will take messages and post them in the staff dining room. Please do not have any of your friends call on the ranch phone after 9:00 p.m. Make arrangements with friends to call you at (970) 724-9240, not on the business phone lines. The business phones are not for staff use. You will not have access to email or the Internet through the ranch phones, but the Kremmling Library has free Internet access. There are wireless hotspots around the ranch, and you can connect if you have a wireless capable notebook computer. Most cell phones work at the ranch, but some services don't; check with your service provider.

Accidents: Report all accidents immediately. Injuries to staff or guests must not be taken lightly and must receive prompt professional attention. Workers' compensation contacts and "designated provider" are posted in the Staff Dining Room. Each staff member is responsible for reviewing the Emergency Plan, distributed at the beginning of the season, and knowing how he or she is to respond in case of an injury, accident, fire, or other major emergency. All wranglers and counselors must have current First Aid and CPR cards to be employed at Latigo; the cards must be presented to the office for copying upon arrival at Latigo (this is a Federal requirement).

Ranch Vehicles, Trailers, Backhoe, 4-Wheelers, and Tractor: These are for Ranch business only. Never use a Ranch vehicle, trailer, or tractor without specific prior authorization and check-out by one of the owners or the maintenance supervisor. No staff member may check out another on the use of any of these unless specifically instructed to do so by one of the owners. Since we may need something in town, always check with the office just before leaving the Ranch with one of our vehicles.

Personal Vehicles: Park your vehicle only in the designated area near the maintenance shop. Do not do any maintenance on your vehicle on the Ranch without prior approval. We

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cannot cover you or your car if you use it for Ranch business. You are responsible for any liability incurred and for your automobile.

Kitchen: Enter the kitchen, food storage areas, walk-in coolers, etc. only when your job specifically requires your presence in these areas. We cannot cater to special diet whims of each staff member, but we will try to provide balanced, enjoyable meals with considerable variety. If you have some particular dietary needs, please let us know before you arrive. Take food concerns to Randy, not to the wait staff.

Maintenance Shop: Do not use Ranch tools or the shop area unless your job demands it. Other staff are not to remove tools, supplies, lumber, or equipment from the maintenance area without the shop foreman's knowledge and approval. Return all tools and unused supplies to their proper places as soon as you finish a job. Absolutely no one is to use power tools, chain saws, or other power equipment without first being checked out on that specific equipment by Jim or Randy.

Firearms: If you have any firearms, you must keep them locked in your vehicle or give them to the Ranch owners for storage in a locked area.

Laundry: Laundry facilities on the Ranch are reserved for guests first. Please use the coin operated machines in the east end of the Laundry building only during times when the guests are not likely to want access to these facilities. The times for staff to use the laundry depend upon ranch needs. We charge \$3.50/week for soap and use of the machines.

Tobacco: The use of tobacco is a health hazard, and it is a disgusting habit. Smoking or chewing tobacco by the staff is PROHIBITED while on Ranch property or while on any Ranch assignment. We strongly urge you to avoid tobacco altogether, and you must never use tobacco in the presence of Ranch guests.

Music: We enjoy hearing you play your guitars or humming as you work. But we or our guests may not enjoy your brand of recorded music. You may play music in the bunkhouse, barn, or shop, but the volume must be low enough that it will not be audible outside of these areas. No music should be played in any location where guests will hear it unless one of the owners has given prior approval. Playing un-amplified instruments, like a guitar, is the exception.

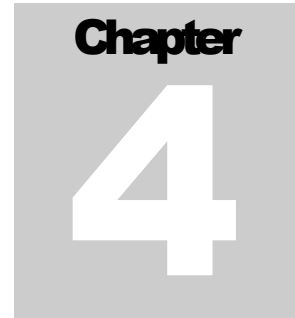
Valuables: We do not encourage you to bring expensive gear or clothing. Because storage is limited, valuables should be locked up in your car; we do not have any locked storage for private individual use. We have a weather-tight storage shed for staff use, but all staff members have access to it.

Cell Phones & iPods: It is inappropriate and unattractive to have a cell phone, headphones, pressed against your head or be wearing ear buds while around our guests. Making or

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receiving calls on your cell phone or wearing headphones or ear buds is not allowed where guests can see you.

Horses: Our horse operations are covered in a separate chapter.



HELPFUL POINTERS FOR LATIGO STAFF

Some ideas for those of you who will be working with us.

Climate & Clothes: The climate at 9,000 ft. elevation in the Rocky Mountains is cool to cold at night. It is not unusual for us to have frost at least one evening every month, and it will probably snow in June and September. The days can be hot and dry, punctuated with occasional afternoon thundershowers.

No matter what your job, bring clothing that will be serviceable out of doors. You will need rain gear as well as warm clothes. This is a ranch in the Rocky Mountains; look the part. You may be required to purchase uniforms for some positions. There will be square dances and country swing dances, and you should have nice western clothes for these activities.

Boots: Comfortable, durable boots or shoes are a must. Also, work gloves are highly recommended.

Linens: The Ranch will furnish bed linens and blankets. However, you must bring your own towels. We also suggest a container for your toilet articles.

Alarm Clock & Watch: Bring an alarm clock. You will need it! Unless you have an uncanny knack for telling time without one, bring a watch too. Many of our activities must begin at a certain time, and staff promptness is essential.

Staff Quarters: The staff is responsible for keeping their quarters clean and neat. Remember that living together successfully takes teamwork. You must be willing to help out in maintaining the bunkhouse.

Saddles, Horses & Pets: You may bring your own saddle and other tack for horseback riding. Do not plan on bringing your own horse without getting prior approval. Also, we do not have room to accommodate your personal pets; leave them in the care of someone you love.

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Storage: Storage space at the ranch is limited, so use discretion in how much you bring. However, don't leave a functional warm coat behind so you can bring along an item that would get very little use.

Ranch Address: We make a trip to town once a day to pick up mail. Your mailing address here is Latigo Ranch, Box 237, Kremmling, CO 80459. To receive packages via UPS give the physical address as Latigo Ranch, 201 County Road 1911, Kremmling, CO 80459.

Work & Service: Work habits make the difference in how the Ranch operates and how you get along with the other staff.

- a. BE SERVICE-MINDED!
- b. Take the initiative to do your job well, and to improve the guest experience.
- c. Start your work on time and be available to help out whenever needed.
- d. Finish every job you start.
- e. Never use equipment for which you have not received training. Never borrow tools without getting permission first.
- f. Always return tools and equipment to their proper storage places.
- g. It is everyone's responsibility to help keep the Ranch neat and free of trash or debris.
- h. Be quiet any time you are around guest accommodations.



HORSEBACK RIDING

A peek at our program.

LATIGO STAFF HORSEBACK RIDING

We know that many of our staff come here hoping to ride horses in the mountains, and we want to make sure that happens. Undoubtedly, you know that liability lawsuits have left deep impressions upon what happens in American culture these days. Of course horseback riding is no exception. For this reason we must require that any staff members who ride horses do so accompanied by a Latigo Ranch wrangler. Even wranglers may not ride off on their own without permission of the owners or head wrangler, and then it would be for ranch purposes only.

This does not mean that you will not be able to ride during the summer. We encourage staff to ride on their time off, joining an organized ride for that day. In other instances, we will designate times for staff-only rides headed up by one of the wranglers.

If you plan on riding this summer, please read the following principles of horsemanship that we distribute to all of our guests.

HORSEMANSHIP

At Latigo we want to make your horseback riding as enjoyable as possible. Increasing your understanding of horses and your ability to control them can make a big difference. Thankfully, in recent years there has been an upsurge in interest in more cooperative based horsemanship – as opposed to a dominance based model. Whether it is because of Tom Dorrance, Ray Hunt, Buck Brannaman, Pat Parelli, Bryan Nubert, Curt Pate, Joe Wolter or many others, or whether it is called horse-man-ship, “whispering”, “natural”, or resistance-free training; the message is getting around about how riders can develop the effective communication skills to successfully and enjoyably interact with their horses.

The horse–human bond is a miraculous thing. That horses will give us the opportunity to ride them and to ask of them difficult and sometimes demanding things is extraordinary. We do not take this for granted and are thankful for the tremendous pleasure that can be found in working with horses. We believe that our opportunity to ride horses should be based in a relationship where we are the trusted leader and not the heavy-handed dominator. Horses know only what they know: not what we know. They don’t want trouble – they don’t

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intentionally want to displease us. They are much quicker and more powerful than we. Consequently, we need to present ourselves in a manner that will build confidence and trust. Horses sense your true feelings and know when you don't know how to lead. We will work on your feel for yourself and your horse, your timing in the ask-respond-release sequence, and your balance in the dance with your horse, both in the saddle and on the ground.

Horse Behavior

We believe the following brief insights and rules will help you advance in your horsemanship.

Horses are highly social animals. A horse separated from its herd-mates becomes anxious and wants to return to the herd. Just falling behind the group may cause a horse to express its anxiety by whinnying, tossing its head, prancing, kicking, rearing, or running to catch up.

At the same time, horses demonstrate a strong pecking order. Horses at the bottom of the pecking order may be nipped or kicked if they get too close to more dominant horses.

The horse's instinctive response to danger is to flee. As wild animals they depended upon keen senses and the ability to escape predators primarily by running away. Thus, as a horse walks down a familiar trail or stands sleeping in the corral, if something it has not seen there before appears or makes an unfamiliar noise, the horse jumps away ("shies" or "spooks") and tries to run to safety if possible.

When unable to flee danger, a horse will defend itself by kicking or biting. When the ears flatten back and the tail switches, watch out!

Horses are also creatures of habit. Once they have learned to do something in a particular way, they do not like to have to do it another way. As riders, we depend upon that trait. We train horses to respond to leg and hand signals, and it just confuses them when someone tries to use signals they don't know.

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Self Test

As you ride, you are affected by these basic horse instincts. It would be to your advantage to think them through and ask yourself how a horse would react in the following situations:

1. As you ride down the trail, you deliberately hold your horse back until the rest of the group is getting farther and farther ahead of you, maybe even out of sight around a corner. (Your hope is to be able to run your horse.)

2. Your horse keeps crowding closer to the horse in front of it.

3. A gust of wind comes up and suddenly blows your hat off. The hat flies by the horse behind you and lands in the trail in front of the second horse behind.

4. You are getting cold. You decide to reach around and untie your coat from the saddle as you ride. As you do so,

- a. your horse suddenly jumps, or
- b. your horse walks under an overhanging branch, or
- c. you drop the reins, or
- d. you drop the coat, or
- e. a wind suddenly flaps your coat, or
- f. in turning, you kick the horse in the side, and
- g. your horse tailgates the horse in front, or
- h. all of the above.

Oh, well, you're probably no longer cold!

5. You see a good view for a picture, pull out your camera, and look through it to the side as your horse walks through the trees.

6. You are last in line. You don't want to inconvenience the other riders to put your coat on, so you stop your horse, get off and untie your coat. The rest of the ride continues on down the trail. (Hope you enjoy your walk home!)

LATIGO GUEST RIDING RULES

With even the most basic understanding of horse behavior, you will now understand why we ask that you adhere to the following rules:

1. Equestrian activities are potentially dangerous, and guests should use caution while riding. Please be alert and attentive to your horse and the ride at all times as horses can react quickly to unexpected situations and cause the rider to be thrown.
2. When riding, always maintain at least a horse's length between your horse and the horse in front. At faster gaits the distance will increase. However, keep your horse up with other horses and do not fall too far behind. Also, do not hold back to run your horse and catch up. When stopped, do not stand with your horse too close to any other horse. If your horse is kicked and a leg is broken, we will have to put the horse down. If your leg is broken in the process (it can easily happen), we probably won't have to shoot you, but it will ruin your vacation.
3. When riding in line, never pass the wrangler or other horses.
4. When the wrangler stops to open a gate, ride through slowly until all riders are through and then stop and wait for the wrangler to assume his position in front.
5. Do not dismount during the ride without the wrangler's permission or knowledge. Call for assistance if you need it.
6. If you are not happy with your horse or saddle, tell the wrangler. He or she will be glad to help you.
7. Hats and scarves must be secure on each rider. Jackets or rain gear must be tied securely, by a wrangler, to the back of your saddle.
8. If you wish to take cameras or other equipment on the ride, have the wrangler secure them to the saddle. Do not carry them strapped to your person or around your shoulders. Any time a camera is carried on horseback; there is risk of damage to the camera.
9. Please do not smoke, take pictures, or try to put on or remove jackets or shirts while mounted. Do it during break, or ask the wrangler to stop so you may dismount. Diverting your attention from the task at hand - controlling the horse - can be dangerous.
10. The wrangler will stop and let everyone dismount for a short break half way through the ride. After dismounting, please untie any knots in your reins and follow the wrangler's instructions for that particular break. During the break you may smoke, take pictures, and remove jackets or sweaters. At this time, the wrangler will be happy to adjust your saddle if necessary or tie your jacket on. Also, do not let go of your horse and then attempt to tie or untie your jacket from your saddle. You may end up walking home!
11. Please stay out of the barn and horse enclosures. If you need assistance or want to look around, ask a wrangler for help.

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12. Before the ride, wait for wranglers to call your name and assist you with your horse. Wait for your horse out by the hay wagon, not close to the barn or hitching rail. Do not walk up to your horse while it is tied.

13. Please do not walk directly behind any horse; there is danger of getting kicked.

14. We cannot allow unsupervised riding in the ring or on trails. Guests must always be accompanied by a wrangler or counselor.

TYPES OF RIDES

We believe that as you ride and enjoy the scenery you should also be improving your horsemanship. Therefore, all rides are instructional in nature, with the instruction geared to the level of the riders. Control of your horse will be the major focus in all rides, and the wranglers will give helpful advice throughout the ride.

The pace of every ride will be determined by the terrain and rider ability. The walk-trot-canter ride, for example, may not trot or canter if the trails are slippery, rocky, too steep, etc.

In addition, if one rider in the group is not capable of maintaining balance or of controlling the horse in all gaits, the ride cannot proceed at those gaits. No ride can move at a pace beyond the ability of the least capable rider in that group. It is important that you not put yourself in a group who wants to do more than you are ready to do.

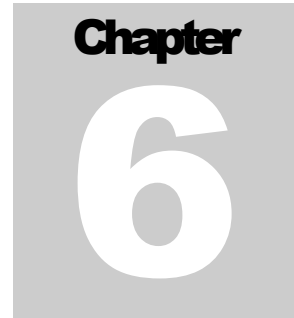
1. **WALK-ONLY RIDE** - These rides are for those who have no desire to trot or canter. We move at a leisurely pace and try to take in all of the beauty around us, while maintaining control of our horses.

2. **WALK-TROT RIDE** - This ride will emphasize learning to trot when appropriate and may cover more difficult terrain than the walk-only ride. During these rides we will work on building your confidence, improving your balance, and strengthening your ability to control your horse.

3. **WALK-TROT-LOPE** - All of the elements taught in the other rides will be used here, with the addition of cantering. You should not join this ride until you are at ease and can control your horse in a trot.

4. **ARENA INSTRUCTION** - Position, balance and precision riding (not necessarily speed) are stressed in the arena sessions. Arena instruction will be available in addition to trail rides each afternoon when a wrangler is available. Please arrange for sessions in advance.

These are our general classification of the ride types. However, when we are out on the trail, we will take advantage of the wide range of varied opportunities for enjoying the horse-human relationship and developing your horsemanship skills.



APPLICATION

Print out and mail your application along with your explanation letter or email both to us at Info@LatigoTrails.com

A LETTER FROM THE OWNERS OF LATIGO RANCH

We're glad you are interested in sharing a summer work experience with us here at Latigo. After understanding more about our operation, we would ask that you complete the enclosed application and return it as soon as possible. Our hiring process begins in January, and we hope to have the entire staff selected by April.

Located in the Gore Range of the Rocky Mountains about 17 miles northwest of Kremmling, Colorado, Latigo offers some of the most striking scenery and best riding in the country. We are at 9000' elevation, overlooking the Continental Divide and the Colorado River headwaters area. With Sarvis Creek Wilderness outside our door and Medicine-Bow - Routt National Forest surrounding us, we are isolated!

This provides the perfect setting for warm Western hospitality to guests from all over the world. We want folks to feel like family coming home, and obviously, it takes a special staff to achieve this. Because our ranch is relatively small with a capacity of 35 guests, we find it necessary to hire people who will be flexible and willing to assume many different working roles. Each staff member is expected to pitch in where needed so that the families who stay with us may have a high quality, relaxing vacation. Although our staff members work hard at Latigo, the size of the ranch makes it possible for staff to get to know the guests and each other quite well. Persons interested in either wrangling or counseling must have extensive riding/horse-care experience and hold both CPR and First Aid cards.

Because the success of Latigo depends greatly upon the dedication of our staff, we are looking for outgoing, enthusiastic, personable, hardworking staff who can use their own initiative and function well with minimum supervision. We expect our employees to be well groomed, polite, and professional. Teamwork is essential; renegades need not apply. Due to the nature of the work, all applicants must be at least 18 years of age.

The living quarters provided for staff are primarily bunkhouse style. Quarters are close, and cooperation is important.

Our season lasts from mid-May to late fall; the ability to arrive early in the season and stay late will be weighed heavily in hiring. Thank you again for your interest, and we look forward to hearing from you soon.

Sincerely,

Jim and Kathie Yost, Randy and Lisa George, Latigo Ranch Owners

P.S. More details about Latigo Ranch, the jobs available, and the staff situations are provided in the other chapters of this Employment Application Packet

APPLICATION FOR SUMMER EMPLOYMENT

LATIGO RANCH

Name: _____ Current Address: _____

Phone: () - Best Hours to Call: _____

Dates available – start: _____ leave: _____ Soc. Sec. # _____
(These dates are very important. We need some staff by mid-May and some through the end of September. During this period, the earlier you can come and the later you can stay the better.)

Are you a U.S. Citizen? _____ If not, do you hold a valid work permit? _____ Are you over 18 yrs. Old? _____

How did you find out about Latigo? _____

JOBS OF MOST INTEREST TO YOU

First: _____

Second: _____

Third: _____

POSITIONS AVAILABLE
Wrangler/Counselor, Waiter/Waitress, Cook, 3-5 Children's
Counselor, Housekeeper, Maintenance/Ranch Hand

PREVIOUS WORK EXPERIENCE

Position: _____ Company: _____

From: _____ To: _____ Supervisor: _____

Address & Phone of Company: [NOTE: WE MAY CONTACT THEM FOR REFERENCES]

Position: _____ Company: _____

From: _____ To: _____ Supervisor: _____

Address & Phone of Company: [NOTE: WE MAY CONTACT THEM FOR REFERENCES]

Position: _____ Company: _____

From: _____ To: _____ Supervisor: _____

Address & Phone of Company: [NOTE: WE MAY CONTACT THEM FOR REFERENCES]

ACADEMIC EXPERIENCE

High School: _____ Date of graduation: _____

College: _____ Major: _____ Status: _____

Other: _____

Do you hold a current First Aid Card? _____ Current CPR? _____

PLEASE COMPLETE THE NEXT PAGE

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PERSONAL REFERENCES

Name: _____ Position: _____ Phone: _____
Address: _____

Name: _____ Position: _____ Phone: _____
Address: _____

Name: _____ Position: _____ Phone: _____
Address: _____

PERMANENT ADDRESS & PHONE

Permanent Address: _____

Permanent Phone (_____) - _____

Signature: _____ Date: _____

Please attach an explanation of why you feel you would be a valuable employee to the Latigo Ranch and of service to our guests. Be sure to tell us why you are qualified to hold the position for which you are applying. Grooming is important, and we would appreciate a recent photo of you. Applicants for wrangler positions may be requested to submit a video of themselves demonstrating their riding skills.

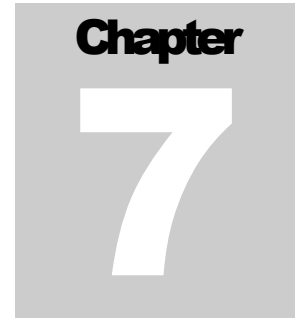
Your e-mail address: _____

ATTACH PHOTO HERE

An Equal Opportunity Employer: Latigo Ranch policy is to give equal opportunity to all qualified persons without regard to race, color, religion, sex, marital status, handicap or national origin.

**Latigo Ranch, P.O. Box 237, Kremmling, CO 80459
Voice: 970-724-9008, FAX: 970-724-9009**

info@latigotrails.com



COMPENSATION & WORK WEEK

A little bit about the pay.

THREE COMPONENTS OF COMPENSATION

The compensation consists of three components: wages (paid monthly), room and board, and a bonus upon completing the specified duration of your contract. The rates our guests pay are all inclusive. Therefore, they do not leave gratuities.

Hourly Wages – You will be paid \$ 7.35 per hour for the first 40 hours per week and 1½ times that rate for work in excess of 40 hr./wk. The workweek will generally average 5½ to 6 days per week, 8½ to 9½ hours per day.

Room and Meals - The Ranch provides a place for you to live and three meals each day. For the most part, the housing is a bunkhouse type of arrangement, with six to eight staff sharing a room and bathroom. Although the value of your room and meals, which may be applied to the minimum wage calculation, is an estimated value of \$500/month; it will not appear on your paycheck and is not subject to taxation as regular income.

Bonus - In addition to your regular compensation, there will be a \$350 bonus for working through the ending date as specified on your contract. To be eligible for this bonus you must have worked full-time for us for at least nine weeks.

A JOB WELL DONE HAS ITS OWN REWARDS

In addition to the Yosts and Georges, who live at and own Latigo Ranch, there will be between seventeen and nineteen on the staff this summer. Each member of the staff will make a big difference in the vacation experience of our guests. We expect a lot out of our staff, and we appreciate hard work and a job well done. We are in the hospitality business, and we emphasize personal service. We will put forth much effort to be sure that our guests have a wonderful stay at the Ranch; there will be some very good times, and past employees have found the summer quite rewarding.

WORK WEEK

In general, the staff works 5½ to 6 days each week. Individual schedules vary considerably depending upon the job assignment for the week. We will discuss this further when we interview an applicant for a position.

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