



Housekeeping Manager

About Wahous Wilderness Lodge

Located on traditional Ahousaht territory, Wahous Wilderness Lodge offers a unique blend of luxury and adventure nestled in the heart of Clayoquot Sound. Our lodge features 16 premium guest rooms, a sophisticated lounge and restaurant, spa facilities, eco-tour activities, and a one-of-a-kind longhouse. Beyond our seasonal eco-tourism activities (May to October), we also host transformative healing and wellness programs for youth and adults.

About MHEI

MHEI is dedicated to fostering economic development that benefits the Ƨaḥuusʔatḥ musčim. We adhere to the principles of transparency, equity, and accountability while upholding our core values: *lisʔakstaḷ* (respecting one another), *Haaḥuupstaḷ* (teaching one another), *Yaʔakstaḷ* (caring for one another), and *Huupiiʔaḷ* (helping one another).

What You'll Do

The **Housekeeping Manager** will lead our housekeeping team and ensure exceptional standards of cleanliness throughout the lodge. This is an **onsite role and seasonal role**, ideal for someone who thrives in a remote environment, enjoys hands-on leadership, and is passionate about creating memorable guest experiences through a well-kept, beautifully maintained property.

Key Responsibilities

1. Department Leadership

- Lead, supervise, train, and support the housekeeping team throughout the operational season.
- Conduct regular performance check-ins, provide coaching, and set clear expectations.
- Foster a respectful, team-oriented environment aligned with Ahousaht values.

- Maintain and update housekeeping SOPs, checklists, and quality standards.

2. Housekeeping Operations

- Oversee daily housekeeping operations, ensuring all guest rooms, staff quarters, and common areas meet exceptional cleanliness standards.
- Perform inspections to ensure rooms are guest-ready and meet established service quality.
- Support hands-on cleaning as needed. This is an active leadership role.
- Implement seasonal deep-cleaning schedules and project lists.

3. Inventory & Administration

- Monitor inventory of linens, cleaning supplies, guest amenities, and equipment.
- Forecast needs, manage ordering, and track usage accurately.
- Maintain organized records, logs, checklists, and reporting systems.

4. Cross-Department Collaboration

- Coordinate closely with the Lodge leadership team to ensure smooth daily operations.
- Communicate room readiness, special requests, and guest needs proactively.
- Support group arrivals, events, buyouts, and seasonal transitions.

What You Bring

Qualifications

- Minimum 2–3 years of experience managing or supervising a housekeeping department in a lodge, resort, hotel, or remote hospitality environment.
- Proven leadership skills with demonstrated ability to build, train, and manage a housekeeping team.
- Experience implementing housekeeping standards, checklists, and processes.
- Exceptional attention to detail and commitment to cleanliness standards.
- Strong leadership presence—calm, collaborative, and solutions-oriented.
- Excellent organizational, scheduling, and time-management skills.
- Comfortable with hands-on, physical work in a fast-paced lodge environment.
- Professional, dependable, and adaptable to changing daily priorities.
- OFA 3 / Advanced First Aid certification is an asset.

Physical Requirements

- Ability to work in a fast-paced lodge environment.
- Capable of standing for long periods and lifting up to 50 pounds.
- Ability to work weekends, holidays, and extended hours during peak season.
- Onsite role at Wahous Wilderness Lodge; must be comfortable living and working in

a remote location with boat access only.

What We Offer

- Competitive salary based on experience; \$60,000 to \$75,000
- Two (2) weeks vacation to start.
- Potential for performance based bonus.
- On-site accommodation with meals included.
- A diverse and engaging work environment.
- High level of responsibility and autonomy.
- Opportunities for professional growth and learning.

How to Apply

Send your resume and cover letter to sarah@mhssahousaht.ca and tell us what makes you the perfect fit for this role and why you're excited to join the Wahous Wilderness Lodge team.

The Housekeeping Manager will be based in Quait Bay.

We are committed to creating a diverse workplace community. If you require accommodation during the selection process, please contact us. Only applicants selected for an interview will be contacted.

Elevate your career and be part of something extraordinary at Wahous Wilderness Lodge!