

AKASHA



RETREAT CENTER

OPEN POSITION ***House Manager***



Contact

surya@akasharetreatcenter.com



General tasks

coordination of housekeeping (cleaning, laundry, making beds & house maintenance)
+ coordination of volunteers



Tasks in detail

House maintenance

- When a device or part of the house is broken, fix it or buy a new one (after agreement with Maarten)
- To-buy list food & non-food
- Making orders Biofresh and buying extra food in store if necessary
- Buying new materials online or in store (after agreement with Maarten)
- Emptying the mailbox every day (putting in kitchen)
- Watering indoor plants 2 × per week
- Turning radiators on or off when necessary
- Possibly proposing new ideas for improvement at times

Cleaning, laundry, making beds

- Coordination

Guests

- Welcoming guests
- Being point of reference for supporting guests with materials, comfort,...

Shop

- Able to help people out when they want to buy something & receiving the payments

Volunteer coordination

- Introducing new volunteers through the practical side of the center
- Flex to-do list (= having overview on flex tasks and keeping list up to date, together with Maarten)
- Facilitating weekly meetings and making daily schedule (only when Maarten is not there)
- Point of reference for supporting everyone in the volunteer team when necessary
- Communication with potential new volunteers (through email and workaway)
- Selection of volunteers together with Maarten





What do we expect?

- Commitment for a minimum of 1 year
- Having done the general Akasha karma yoga program for a minimum of 2 months
- Working 5 hours a day, 5 days a week
- Participating in the daily schedule (either as flex or in a shift)
- Having a driving license
- Service in the spirit of Karma Yoga

What does Akasha offer?

- Accommodation (in a private room)
- All meals
- Monthly payment, depending on qualities and whether or not all tasks can/will be performed. To be discussed.
- 2 weeks off, 2 × in a year
- Vibrant community life
- Possibility to participate in most of the classes (out of the working hours)
- Possibility to offer own classes or retreats if that is a skill and developed quality
- A place to learn, deepen your spiritual practice, develop and share your personal skills, enjoy the act of giving
- A home with sacred atmosphere and connection to nature

The profile we are looking for

- Motivated to live in a spiritual oriented community
- Willingness to serve in the spirit of Karma Yoga
- Experienced in (spiritual oriented) community living and/or possibly management
- Experienced in housekeeping
- Communicative
- Hands-on
- Able to delegate when necessary
- Responsible
- Assertive and active
- Flexible
- Dedicated to the spiritual path



How to apply?

Please fill in the Google application form on our website, by clicking 'apply now' on the volunteer page. Please indicate in the questionnaire that you are applying for this position.
Thank you!