



MISSION POINT LIGHTHOUSE

Volunteer Lighthouse Keeper Application 2018-2019

Thank you for your interest in the Mission Point Lighthouse Keeper Program. **Please be sure to completely and thoroughly read the Volunteer Lighthouse Keeper Handbook to make sure this program is right for you.** Although there are many rewards of being a lighthouse keeper, the program is not for everyone and should not be looked at as a vacation. The view, the sunsets from the tower, and the atmosphere are unforgettable, as well as the hiking trails and the many attractions of the region. The greatest benefit of working at Mission Point Lighthouse is the satisfaction of knowing that one's efforts have contributed to the restoration and preservation of an irreplaceable part of Michigan's history. **All lighthouse keepers must be 18 years of age or older.**

What is a Lighthouse Keeper?

Being a Keeper at Mission Point Lighthouse is your chance to live in a lighthouse on the shores of Lake Michigan, while working to restore the lighthouse and interact with visitors from around the world. This program is designed for couples, although singles are welcome to apply to stay during slower times. As a lighthouse keeper, you will stay in the lighthouse for a week minimum, and during that time you will have several duties. These duties include, but are not limited to, greeting and assisting visitors, running a cash register in the gift shop, providing information about the lighthouse, area history, and surrounding area, daily cleaning, and general maintenance. **Keepers must be energetic, comfortable speaking with the public and handling money, able to climb stairs, and work 8 hours daily.** Days in the summertime can be long, but are always rewarded with a beautiful sunset over West Grand Traverse Bay.

Application Procedure:

Applicants must complete, sign, and return the attached application form. **By signing this form, you indicate that you have read and agree to all rules and regulations stated in the Lighthouse Keeper Handbook.** Background checks may be done after interview process. With this form applications must also submit the following:

- A letter explaining *why* you want to be a keeper at Mission Point Lighthouse.
- A brief resume listing your employment history and experience working with the public.
- Two personal letters of reference.
- A copy of your driver's license.

Upon receipt of the application and required materials, a telephone interview will be scheduled.



MISSION POINT LIGHTHOUSE Volunteer Lighthouse Keeper Application 2018-2019

Name(s): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email(s): _____

Have you been to our lighthouse? _____ When? _____

How did you find out about our keepers program? _____

Have you ever participated in a Keeper Program at another lighthouse? If so, which one(s)?

Please check all that apply to your qualifications, skills, experience, or education.

- | | | | | |
|--|---|--|--|--------------------------------------|
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Historic Restoration | <input type="checkbox"/> Retail | <input type="checkbox"/> Computers | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Education | <input type="checkbox"/> Exhibits | <input type="checkbox"/> Grant Writing | <input type="checkbox"/> Power Tools | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Working with the public | <input type="checkbox"/> Clerical | <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Marketing | |
| <input type="checkbox"/> Drafting/Graphics | <input type="checkbox"/> Art | <input type="checkbox"/> Construction | <input type="checkbox"/> Historical Interpretation | |

Other: _____

Have you volunteered before? If so, please describe your volunteer experience.

Program Fee:

The full program fee of \$200 per week (per couple) or \$370 for two weeks will be due upon assignment – not with the application. (Off-season keepers can commit to only a weekend for \$75.) All fees are non-refundable.

Scheduling:

All in-season keepers must stay at the lighthouse for a minimum of a week. Please check the online calendar for available dates. Please indicate below your two most preferred dates and lengths of stay, and the Lighthouse Manager will make arrangements accordingly. These dates can be changed upon your selection and further discussion with the Lighthouse Manager.

My signature below indicates that I have read and understood this entire application & the keeper handbook, including the explanation of the Keepers’ responsibilities and guidelines. I understand that I am required to pay for my stay in full prior to arrival, and that if I should cancel without notice of at least two weeks, this money is non-refundable. I understand that there is no compensation for this position and also fully understand that, if accepted, I am agreeing to work at the lighthouse on the days and dates assigned to me. I understand that some aspects of the responsibilities, particularly the providing of tower tours, require vigorous health and ability to deal with the public and handle unexpected emergencies. I further understand that duties include performing routine cleaning and maintenance. I agree to an interview, to work all hours assigned to me, and to do what I can to make Mission Point Lighthouse a positive and memorable experience for its visitors during my stay.

Signature _____ **Date** _____

Signature _____ **Date** _____

**Application MUST be signed. Both applicants must sign if applying as a couple.
Please mail application (pages 2-3) to:**

**Keeper Program – Peninsula Township
Mission Point Lighthouse
13235 Center Road
Traverse City, MI 49686**

Email: missionpointlight@gmail.com

Phone: (231) 645-0759