

Grand Traverse Lighthouse Museum Winter Keeper Program – Application 2012

Thank you for your interest in the Winter Keeper Program at the Grand Traverse Lighthouse Museum (GTLM). This program runs from December through April. Guidelines have been established to ensure the protection and smooth operation of the lighthouse and so that everyone has a positive experience. **There is a fee for this program.** Please read the entire form carefully to be sure that this program is right for you.

Mission Statement

The purpose of the Grand Traverse Lighthouse Museum is to provide educational opportunities that enhance the understanding of the area's maritime heritage. Towards this goal it must effectively restore and maintain the cultural landscape for the benefit of the community.

Winter Keeper Responsibilities

Special lighthouse related projects will be requested of you including building and grounds maintenance. While the gift shop and museum will be closed during your stay you will be involved with lighthouse projects such as painting, exhibit installation, minor repairs, inventory and other duties. Your presence at the lighthouse provides on-site security for this historic site. If the weather is nice in late March and April we will be open. The living quarters must be thoroughly cleaned upon your departure.

Orientation Program

A staff member will greet you upon arrival and conduct an orientation. This is an historic site and museum so please learn its history and treat it with reverence during your stay.

Living Quarters

Keepers live in the northern apartment of the lighthouse and share the bathroom and kitchen with staff. The kitchen, living room and one bedroom are located on the first floor, with another bedroom and full bathroom on the second floor. Everyone shares the living room and kitchen, and provides all of their own food. The quarters are well equipped with dishes, cooking utensils, appliances (coffee maker, toaster, microwave, etc.) and paper products. Keepers provide their own sheets (twin beds), pillows, blankets, towels and wash clothes.

Rules and Regulations

The only access to the Lighthouse is through Leelanau State Park. You will be sent a Grand Traverse Lighthouse Museum parking pass upon receipt of your full payment and prior to your arrival. This pass allows you access into the park only during the time you are a keeper at the lighthouse. At the end of your stay, this pass must be returned to a staff member.

Grand Traverse Lighthouse is a state and national historic site. No smoking, alcoholic beverages or pets are permitted in the historic buildings.

Access to the Lighthouse

A parking space for each keeper group is available in the designated lighthouse parking area located in the Leelanau State Park parking lot. Any camping or use of motor homes is permitted in the Leelanau State Park campgrounds only.

Keepers are permitted to bring their vehicles up to the end of the sidewalk for loading and unloading upon arrival and departure. Guests are to park in the regular state park parking lot and walk to the lighthouse.

While the road leading to the lighthouse is kept plowed, keepers must be prepared to shovel the sidewalks around the lighthouse and to the Fog Signal Building, ensuring a safe pathway around the site.

Application Procedures

Applicants must complete, sign and return the attached application form. The following items are also required.

1. A letter explaining why you want to be a volunteer keeper.
2. A brief resume including your employment history and other experience.
3. Two personal letters of recommendation.
4. A personal telephone interview upon receipt of above items.

Once the above requirements have been met we will send you an invoice for the full amount of your stay and book the dates you have requested. This invoice is due upon receipt.

Keeper Schedule

DAY ONE

*Check in 10:00 a.m. (drive your vehicle up to the lighthouse to unload)

*Orientation 11:00 a.m.

*Lunch noon until 1:00 p.m.

*Projects 1:00 p.m. until 5:00 p.m.

DAY TWO

*Projects 10:00 a.m. until noon

*Lunch noon until 1:00 p.m.

*Projects 1:00 p.m. until 5:00 p.m.

LAST DAY

*Check out with required EXIT INTERVIEW 9:00 a.m.

Keeper Experience

There are few lighthouses that have keeper programs which offer the participants an opportunity to live in an historic lighthouse. 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 Grand Traverse Lighthouse is the satisfaction of knowing that your efforts have contributed to the restoration and preservation of an irreplaceable part of Michigan's history.

Grand Traverse Lighthouse Museum Application for the 2012 Winter Keeper Program

Please list the names of the applicants.

Name (s) _____

Address _____

City/State/Zip _____ **Telephone Number** _____

E-Mail Address _____

Date of requested reservation _____

Date of last visit to the Grand Traverse Lighthouse Museum _____

Please share e-mail address/phone number with our fellow roommates/keepers _____

Application Procedure

New Keepers

- 1. Completed application and membership form.**
- 2. A letter explaining why you want to be a volunteer keeper.**
- 3. A brief resume explaining your work history and other experience.**
- 4. Two personal letters of recommendation.**

A telephone interview will be set up upon receipt of your completed application. We will then send you an invoice for the full amount of your stay and book the dates. For your convenience we accept Visa, MasterCard and Discover, personal checks, money orders and cash.

Returning Keepers

- 1. Completed application and membership form.**

Program Fee

The charge for the Off Season Keeper Program is \$100.00 per night for UP TO four people. There is a 2 night minimum stay. Children are welcome. All Volunteer Keepers are required to become GTLM members. This entitles you and all your guests to free admission to the museum, a 10% discount on all non-sale gift shop merchandise, a quarterly newsletter, and eligibility to vote at our Annual Meeting. Membership costs are \$20.00 for a single or \$30.00 for a family. All monies collected for the Volunteer Keeper Program directly benefit the lighthouse. The program fee will be due upon assignment. The program fee is non-refundable. The Grand Traverse Lighthouse Museum recommends you obtain travel insurance in case of an emergency, problems or other unforeseen circumstances. *Rates are subject to change without prior notice.*

My signature below indicates that I have read and understand this entire application, including the explanation of keeper responsibilities and guidelines. I understand 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 require vigorous health and the ability to deal with the public and unexpected emergencies. I further understand that duties include routine cleaning and maintenance. I agree to a personal telephone interview, to attend the orientation session the morning of my arrival, and to work all hours assigned to me if I am selected to be a resident keeper.

Signature_____

Date_____

Signature_____

Date_____

Application MUST be signed. Both applicants must sign if applying as a couple.

Please mail to:

Grand Traverse Lighthouse Museum
Program Coordinator
P.O. Box 43, Northport, MI 49670
Phone (231) 386-7195
progcoor@triton.net