



CHI WORK AND TRAVEL

255 West End Avenue
San Rafael, CA 94901 USA

1-800-432-4643 x2
1-415-459-5397 x2

chiwt@chinet.org

wt.chinet.org

Job Description

EMPLOYER INFORMATION

Employer Name: Adventureland Inn
Type of Business: Hotel & Resort
Job location: 304 34th Ave NW
Location type: Metropolitan area
City: ALTOONA
State: IA
Zip: 50009
Website: www.adventureland-inn.com

Why choose us?

Employee perks (free admission to amusement park), close to Des Moines area, employee appreciation days, Prairie Meadows Racetrack and Casino. We work as a team and respect and appreciate our workers.

Cultural exchange activities

The employer and your Program Coordinator will help plan many fun events during the summer: baseball games, movie night at local theater, activities in the park, etc. You can also visit Des Moines and enjoy the great restaurants, visit numerous museums, tour Iowa State Capitol, participate in festivals or the Iowa State Fair, plus much more. Also cities located within a 4 hour drive include: Omaha, Nebraska (Omaha Zoo), Bloomington, Minnesota (Mall of America). and Chicago, Illinois.

Position

Job title: Food Concession

Job prerequisites: Advanced English.

Job description: You will be working at a food stand located inside the park. Some of the location are mobile (like an ice cream cart; others are in a permanent location). Duties include taking food orders from guests, filling orders, cashier (handling American currency and credit card transactions), and preparation of food items. Stocking food and inventory and keeping the area organized and clean. May have to lift up to 25 lbs (12kg). There are strict safety requirements you will need to follow regarding use of personal protective equipment for chemical hazards, proper safety attire and following all other company safety requirements. Must have strong work ethic, great attitude and like working with people. Must be hard-working, honest, friendly and able to work outside in the sun. Only apply if you like to work and have team spirit. You may be cross trained in other areas to assist as needed. Position is for a minimum of 32 hrs per week (unless there is extreme weather causing the Park to close). At times there may be the option to work more than 40 hrs/week, but ALL hours are paid at the regular rate - no overtime is available in the Park. THE PARK IS ONLY OPEN ON WEEKENDS STARTING SEPT 4 - you will only get approx. 12 hrs a week if you work past September 4.

English level required: Advanced

Hourly wage (before taxes): 8.50

Wage comments:

Meals: No

Meals details: Food is discounted for employees

Position ID: 4848



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Position Information

Tips: no

Bonus: No

Bonus comments:

Estimated hours per day: 6-8

Number of days per week: 4-6

Overtime: No

Overtime details:

Earliest start date: 5/15/2018

Latest start date: 6/25/2018

Earliest end date: 8/20/2018

Latest end date: 9/20/2018

Is the employer willing to hire couples? Yes

Is the employer willing to hire group of friends? Yes

Are meals included? No

Is a drug test required? No

Drug test comments:

Is Skype interview required? No

Do students complete an additional application upon arrival? Yes

Possibility to find a second job in the area Yes

Second jobs require you to contact CHI at chiwt@chinet.org or 1-800-432-4643 to receive the required form. The new potential employer will need to complete it. Both you and the employer will need to sign and return it to CHI for approval. You can work with a new secondary employer ONLY AFTER you have received written authorization from CHI.

Additional comments regarding second job: This job must be your first priority. A second job cannot interfere with your scheduled hours. Please contact your CHI Program Coordinator, Molly, about the process to get a 2nd job.

When will work begin? Within a day or two of arrival.

Arrival Instructions: Please see Welcome Letter.

Is training required? Yes

Conditions of training: Training will be provided.

Is there possibility to change positions? No

Uniform required? Yes

Does employer provide uniform? Yes

Cost of uniform: \$15 from 1st paycheck

Is uniform refundable? Yes

Uniform provided details: Employer provides shirt

Do students need to purchase specific clothes or footwear? Yes

If so, details for clothing: Please bring khaki shorts and white tennis shoes or black tennis shoes. You will also need to bring a black or brown belt.

You will receive your \$15.00 uniform deposit back on your final paycheck if you return your



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Job Description

uniform to your employer.

Grooming: Must be showered, natural hair color, men's hair has to be shorter than a collar shirt. Hair must be pulled back at all times and clean. No visible tattoos. Ear piercing allowed for women only & no more than two piercings per ear. No ear piercings for men. No facial piercings. Good hygiene must be maintained, including daily showering, use of deodorant and laundered clothes.

Important points of job: You will work directly with the public. Must have GREAT customer service skills. You will be working outside in the hot sun all shift. The park is only open weekends starting September 4!

Additional position information: Most positions require little or no experience. All positions involve being on your feet and remaining active while interacting with our guests. Positions are indoors, semi-outdoors or completely outdoors. Most indoor positions are not air conditioned. You must be able to tolerate the heat and humidity of the Iowa summer. No matter what the weather conditions, all positions are vital to developing the fun culture our guests have come to expect here when visiting Adventureland Park.



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Job Description

Housing Information

Housing name: Grandview University (Adventureland Inn)

Housing address: 5115 NE 23rd Ave

City: PLEASANT HILL

Phone:

Fax:

Contact: Molly Bougger

Email: chimolly@chinet.org

Website:

Housing assisted by: Must Arrange Own

Is student required to sign a separate housing contract? Yes

If so, contract details: Standard agreement that Grandview will explain to the students.

Type of housing: Dormitory

Number of people to a room: 2

Bedrooms: 1-2

Bath: 1

Cost Type: Week

Cost Amount: \$105.00

Cost Details: cost is per student per week

Is housing cost deducted from paycheck? No

Is housing deposit required? No

Deposit amount:

Housing deposit due date:

Instructions for deposit payment:

Is housing deposit refundable? No

Conditions for deposit refund:

Utilities included: Yes

If so, utilities details: Water, sewer, garbage, electric, access to WiFi

Utilities estimated cost per month:

Is the housing mandatory? No

Can students find alternative housing during their stay? Yes

Method of transportation from housing to work site: Public

Transportation details: Free DART bus to and from work. Housing is 7 miles (11 km) from Adventureland.

Additional housing features:

Comments: This just one housing option. Please see housing attachment for other options. The housing at Grandview University is only available from May to August. If you need housing after August, you will need to find another option.



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Location Area Information

Location type: Metropolitan area

Location of work site best described as: Very busy theme park in Altoona

Location details: Des Moines is the capital and the biggest city in the state of Iowa. There are multiple activities available during the summer months including free festivals, miles of trails to walk or bike and outdoor concerts. Altoona is a suburb of Des Moines. You will find the people to be very friendly. Some of the main attractions in Altoona include Adventureland Park & Resort, Prairie Meadows and the Gay Lea Wilson Trail that brings nature to an urban setting. Population of the greater Des Moines: 206,599 / population of Altoona: 14,500

Average daily temperature: Summer: High 86 F (30C) ; Low 62 F (16C)

Community or regional website: www.catchdesmoines.com

Nearest cities: Chicago, IL

Distance to nearest cities: 325 miles (523 km)

What to wear: Summer: Light clothing, shorts, t-shirts, light jacket

Available public transportation: DART (Des Moines Area Regional Transportation)

Public transportation access: www.ridedart.com

Accessible amenities (by walking or public transportation)

Food market: Yes

Shopping mall: Yes

Post office: Yes

Movie theater: Yes

Restaurants: Yes

Fitness center: Yes

Laundry: Yes

Internet café: Yes

Public library: Yes



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Suggested Travel Information

- Nearest international airport:** Des Moines International/O'Hare
- Nearest airport:** Des Moines International/O'Hare
- Transportation from airport to employer and / or housing:** Taxi
- Nearest bus station (to the airport):**
- Bus information (web site):** www.ridedart.com
- Nearest train information (to the airport):** Osceola Station
- Train information (web site):** NA
- If participant arrives after hours suggested, overnight accomodation:** Adventureland Inn - 1 night only if arrive after hours
- Cost per night:** \$99 per student for one night only
- Transportation to overnight accomodation:** Taxi or bus
- Transportations cost:** About \$35 taxi ride
- Travel Instructions:** It is important to talk with your Program Coordinator, Molly Bougger, about traveling to America. Some housing locations won't be open on the weekend to allow you to move into them, others close their offices at 5pm. Make sure you talk with her to ensure you know what to expect at the housing you arranged months in advance of coming to the USA. Since you are working at the waterpark, on your first day of work, please head to the resort (not the Park) and ask for Bri Fors. She will get you started on your new hire paperwork and escort you to the Park.

Social Security Information

- Does the company require students to have Social Security number before arriving to the work place?** No
- Does the company provide Social Security application assistance?** Yes
- If so, details:**
- Where is the closest Social Security office?** Des Moines, IA
- How far is the Social Security office from the work place?** 12.5 miles (20 kilometers)
- Specific instructions:** Validate in SEVIS within 3 days of arriving in America. Then wait approx. 10 days before heading to Social Security to apply for your card at: Riverpoint OFC Complex, 455 SW 5th St, Ste F, Des Moines, IA 50309; Telephone:1-800-772-1213; Hours: Mon & Tue 9am - 4pm, Wed 9am - 12pm, Thu & Fri 9am - 4pm, except Federal holidays. Remember to get a receipt - it is the only proof that you have applied!

Adventureland Inn

Housing Options

Altoona/Des Moines for Summer 2018

Altoona Apartments

Altoona Towers

Address: 1414-1616 Adventureland Dr, Altoona, IA 50009

Phone number: 515-444-2524

Efficiency \$729 per month, utilities included. (1 student per apartment)

1.1 miles to Adventureland Inn.

**Walmart, Hy-Vee (grocery store), Target, Starbucks, restaurants all within a mile of apartments.

Spruce Pointe

Address: 1000 Adventureland Drive, Altoona, IA 50009

Phone number: 515-444-2542

1 Bedroom (2 students per apartment): : \$709-759 per month. \$35 application fee, \$300 deposit. ***Additional \$100 per month for 3-4 month lease.

1.3 miles to Adventureland Inn

**Walmart, Hy-Vee (grocery store), Target, Starbucks, restaurants all within a mile.

Pleasant Hill Apartments

Golf View Apartments

Address: 5115 NE 23rd Ave, Pleasant Hill, IA 50327

Phone number: 515-444-2359

- 1 bedroom(2 students per apartment)-\$900-\$1,000
- 2 bedroom(4 students per apartment)-\$1,100-\$1,200
- 3 bedroom(6 students per apartment) \$1,400-\$1,500

3.3 miles to Adventureland Inn

**Walmart, Hy-Vee(grocery store) Fareway (grocery store), Target, Starbucks, restaurants all within two miles.

Grand View University Dorms--www.grandview.edu

Contact: Adam Demers

email: ademers@grandview.edu

Address: Grand View University, 1200 Grandview Ave, Des Moines, IA 50316

Phone: 515-263-2800

Furnished apartment style setting with kitchen. \$105 per week.(4 students per apartment)
Students can live here from May to the beginning of August. Access to WIFI, Wellness Center,
students can purchase meal plans.

7.1 miles to Adventureland Inn

***Apartments available from May-Aug

***fast food, Cash Saver Grocery Store all within a mile.

***Free DART(public buses) rides

Des Moines Apartments

Des Moines Internship Village (University of Iowa)--<https://desmoines.uiowa.edu/internship-village>

Contact: Katie Evenson

Email: DM-InternshipVillage@uiowa.edu

Address: 2500 Fleur Dr, Des Moines, IA, 50321

Phone: 515-235-4000

Apartment style setting

- 1 bedroom(2 students per apartment)-\$160 per week
- 2 bedroom(4 students per apartment)-\$210 per week

\$400 deposit

14.6 miles to Adventureland Inn

***1 mile from Waterworks Park and Grays Lake Park-swimming, paddle boats, kayak rentals.

*** 1.5 miles to movie theater, Hy-Vee Grocery store, fast food.

***2 miles from downtown Des Moines

**On DART Bus Line

Links

DART Bus Routes: <https://www.ridedart.com/routes/local>

Des Moines Visitor Bureau: <https://www.catchdesmoines.com>

At all locations rates are subject to change and availability is on a first come, first serve basis, so please book your reservations in advance.

****Please note CHI is not recommending any businesses and can't be responsible for any choices made by the students.***

This document is for reference only.



WELCOME LETTER

Cultural Homestay International

Adventureland Inn

3200 Adventureland Drive, Altoona, IA 50009

Adventureland Park

304 34th Ave. NW, Altoona, IA 50009

<http://www.adventureland-inn.com/>

Employer contact information

Bri Fors

Email: bri@adventureland-inn.com

Phone: (515) 957-5702

Hello Participants,

I will be your Program Coordinator during your Work & Travel program. My name is **Molly Bougger**. I am here to help you prepare for your exciting season in **Altoona, Iowa**, working for **Adventureland!** This packet contains very important information regarding your travels, so please be sure to READ IT IN FULL, and print a copy to bring with you to the United States.

* If you already have your visa and have not yet purchased a plane ticket, you should do so as soon as possible. **Let CHI and your employer know your flight information!**

***IF YOU WERE DENIED YOUR VISA AND ARE RECEIVING THIS EMAIL RESPOND TO THE SENDER AND LET THEM KNOW YOU ARE NOT COMING!**

If you have any question, please don't hesitate to contact me at chimolly@chinet.org, or my Regional Manager **Mary Wolfe** (chimaryw@chinet.org) or Regional Manager Assistant, **Lindsey Buckle**, (chilindsey@chinet.org).

Please join the Facebook group for Altoona students: [Summer 2018 Adventureland Inn](#).

For general questions and emergencies, you may always contact CHI's Main Office at 1(800) 432-4643.

Have a safe trip!

Sincerely,

Molly Bougger, Program Coordinator, Western Region

chimolly@chinet.org

Facebook please like our page and post your W&T program photos here: [CHI Western Region](#)

1. BEFORE DEPARTURE

Read your CHI Student Handbook. You should have received this from your agency.

Bring:

- Documents: Passport, J-1 Visa, DS 2019, sponsorship letter, job offer
- \$1000 US available (transportation from airport, housing deposits, food, etc.)
- Carry On (a change of clothes, medicines, copy of this letter) Always keep your important paperwork with you while traveling. Do NOT pack it!
- Contact your employer by email to notify him/her of your specific arrival time.
- Plan your flight accordingly: if your final destination is 5 hours away, make sure your flight arrives early in the day OR you have made a reservation at a hostel to stay overnight.
- **Log into www.sevis.org as soon as you know your flights so you can enter your flight information!**

2. CONTACT YOUR EMPLOYER

Your contact person is **Bri Fors**; you must contact **Bri** and **CHI** and let us know your flight information and when EXACTLY you will be arriving!

Whether your job is at the Resort or the Park, you need to contact Bri Fors initially as she will escort you to the park.

Please email **Bri** immediately at bri@adventureland-inn.com. **Please also email your CHI Program Coordinator (listed on first page) with your exact arrival information and to confirm receipt of this letter!**

UNIFORM: Your employer will provide your work shirts, you are responsible for your pants and tennis shoes. Pants must be black or khaki in color, shoes must be white or black and close-toed. You will be working with the public so it is important for you to look neat and friendly! No open toe shoes or sandals!

3. HOUSING:

You must arrange your own housing. Please see attached housing document. **Housing is very difficulty to find. You are responsible to start arranging your housing at least 3 months ahead of your arrival. Please contact your program coordinator for a list of options.**

4. DIRECTIONS FROM THE AIRPORT TO YOUR HOUSING

You must take a taxi or shuttle from the airport to your housing in Altoona.

5. SEVIS

Before you arrive in USA- Log in to www.sevis.org and enter your flight information as soon as you purchase your flight ticket.

After you arrive in USA - Log into the SEVIS system within THREE days of your arrival to the United States!

Any delay can affect your Social Security Card application, which then affects WHEN YOU CAN START WORKING! VALIDATE YOUR SEVIS STATUS IMMEDIATELY!

- a. Log in to www.sevis.org upon arrival in the USA. If you can't log in then you need to call us.
- b. Call CHI at 1(800) 432-4643 if you can't log on to complete the SEVIS validation process.
- c. Refer to your Student Handbook if you need specific instructions about how to log in. (Most public libraries have internet access – speak with library staff about your temporary stay in the US.)
- d. **Log back in after 3 days to make sure your visa status has been validated – this is a requirement BEFORE applying for a social security number!**

6. APPLYING FOR A SOCIAL SECURITY NUMBER

- **Validate your Visas in SEVIS.**
- **Then wait approximately 10 days and visit the closest social security office at:**

Riverpoint OFC Complex, 455 SW 5th St, Ste F
Des Moines, IA 50309
1-800-772-1213

Social Security Office Hours: Mon & Tue 9am - 4pm, Wed 9am - 12pm, Thu & Fri 9am - 4pm, except Federal holidays. Closed Saturday & Sunday.

PLEASE REMEMBER TO GET A RECEIPT AT THE SOCIAL SECURITY OFFICE. IT'S YOUR ONLY PROOF THAT YOU APPLIED!

We look forward to meeting you!!

For general questions and emergencies, you may always contact CHI Main Office at 1-800-432-4643.