

Bliss Sanctuary Hostess:

Bliss Sanctuary For Women is the first and most successful business of its kind, starting in Bali with views to expanding worldwide.

With guests predominantly traveling on their own from Australia, the UK and USA we are looking for a Western hostess to share personal experiences, connect with women from all walks of life, run the business aspects of the villa and enjoy an amazing lifestyle in beautiful Bali.

The Role:

The Bliss Sanctuary For Women hostess is the person who facilitates the experience of and connects emotionally and spiritually with the different women visiting us in Canggu Bali. The hostess is also pivotal in the running of the business at a local level including villa, staff, budgets and reporting in detail to the owner on a regular basis.

We offer guests a unique experience in a peaceful sanctuary with no couples and no kids. Our aim is for each guest to 'follow their bliss' with our hostess facilitating activities and deep rest for each individual.

This includes...

- \* Guest Inductions on arrival
- \* Itinerary consultation for each guest
- \* Facilitating booked activities
- \* Planning the week according to guests activities and staffing requirements
- \* Managing the Bliss Staff
- \* Liaising and working with Operations Manager
- \* Connecting staff with guests
- \* Connecting personally with each guest during their stay, being available emotionally with a listening ear.
- \* Managing the Villa and ensuring every aspect is kept up to standard in terms of the physicality and environment with specific attention to detail.
- \* Executing all of the procedures with the highest form of empathy and care for all of those around you at all times.
- \* Facilitating a restful experience within a calm, peaceful, environment
- \* Shared dinners and facilitating a sense of community between the guests.
- \* Emailing guests before and after their arrival & daily emails to CEO
- \* Report writing
- \* Budget Management

Other requirements...

Mandatory Attributes:

- \* Our hostess needs to be proficient within Office – Word, Excel, Outlook. Some of this can be taught but computing skills and understanding is mandatory. We use Office for Mac.
- \* Past budget management within a professional environment
- \* A high level of proven organizational skills
- \* Social and spiritual maturity not necessarily coming with age, but attitude and life experience

Well Regarded but not Mandatory Attributes:

- \* Some knowledge of social networking sites such as facebook, twitter etc
- \* Having past experience in a service role such as retail, nursing and/or hospitality
- \* Past experience working overseas, or away from home in a guest relations role

Communication is a MAJOR consideration for this role. The hostess needs to be able to connect with and get along with each and every guest through empathy and openness as well as run the business, manage Indonesian staff and live up to the expectations of management fulfilling specific KPI's (Key Performance Indicators) and daily tasks.

Bliss Sanctuary For Women is an environment where you will be learning from everybody around you continuously requiring an open, caring and flexible attitude. Part of your personal experience will be engaging with the Balinese staff by having massages every week, eating amazing Balinese food sharing meals with guests at dinner time and swimming in the beautiful pool.

At the same time you will be managing each staff member through the language barrier and micro managing every aspect of the villa to keep it up to the set standards and requirements. Achieving quality control and balance is one of the hardest aspects of the job.

The role requires living in the beautiful Bliss Sanctuary 24/7 and partaking in the guests experience and living a lifestyle that is both blissful and challenging at the same time.

You will be challenged on a personal and a professional level and you will learn from each and every woman who crosses your path as it is such an intimate open environment.

You will receive clear KPI's and directly report to the owner and creator of Bliss Sanctuary For Women, helping to facilitate her vision and the experience of each guest.

Whilst a large part of your role is facilitating the needs of guests, you will also be required to run all aspects of the business villa maintenance and exacting standards, staff management, managing reports and relationships within your chain of command. Your role is to oversee and maintain the environment that has been set up at Bliss Sanctuary For Women on a physical and emotional level.

This role is a lifestyle role requiring a full commitment spiritually, emotionally and physically. The successful candidate needs to show maturity, patience, kindness, humility, empathy and self control and not expect oneself to be perfect. By allowing clear communication and acceptance of direction by your mentor and direct manager you will work through a lot of the personal challenges that come with living at the villa and being available to guests for a large part of everyday.

This role will challenge you in every way.

The task is results driven but not specifically to overcome problems more how you work through them with honesty, integrity and openness ... and how you work together with the people around you and within the environment the job comes with.