

Visitors Lead

Ananda Kalyani is looking for an entrepreneurial Visitors Lead to transform our guesthouse and eco-tourism initiatives into a thriving and meaningful business.

Ananda Kalyani is a spirituality-based project, focused on local development and holistic regeneration in the realms of ecology, environment, economics, and social service. Ananda Kalyani is a place that invites you to develop personally, cultivate a service-oriented mindset, connect with nature, live in a communal, purposeful, and eco-friendly way, and explore, build, and deepen your spiritual practice.

Become part of Ananda Kalyani and contribute with your hands-on skills to a spiritually-based project and community. Live amid astonishing nature, get access to inspiring knowledge and visions of a regenerative world, join spiritual practices such as kiirtan and meditation, and receive spiritual teachings, and support from spiritual guides.

Ideally, you are someone who:

- Is aligned with **Ananda Marga's philosophy**;
- Has an entrepreneurial spirit and “**think big**” attitude;
- Is equipped substantial **management experience** in the **hospitality** sector;
- Has strong **leadership** skills, e.g.
 - ◆ Has **team spirit** and ability to **integrate different perspectives**;
 - ◆ Naturally communicates in a clear and empowering manner;
 - ◆ Knows how to **keep an overview** over a wide range of responsibilities;
 - ◆ Knows how to **create** a conscious guesthouse **culture**;
 - ◆ Knows how to navigate a diverse range of tasks by **setting priorities** effectively;
- Enjoys both **hands-on** operational **work** and **strategic** thinking;
- Enjoys **creative** and **strategic** thinking while being result oriented;
- Is proactive and **solution-oriented**;
- Is fluent in **English** (mandatory) and Portuguese (preferred);
- Has their **own working material** (laptop and cell phone);
- Is **flexible** in terms of working hours and daily schedule;
- Is familiar with **Google tools** and **booking systems**;

- Is ready to **wholeheartedly commit** to a full time job for at least **1 year**. The conditions provided in exchange will be clarified throughout the application process and depend on the level of knowledge, skills, and experience.

Being a Visitors Lead means to:

- **Put Ananda Kalyani and its guesthouse and eco-tourism initiatives on the map**. You will boost revenue and sales, by developing and implementing innovative marketing strategies on booking platforms and other media. Besides, you will network and partner with other “Alojamento Local” places;
- **Supervise** all areas of the guesthouse and additional visitors accommodation;
- **Manage financial matters** such as guest and visitor payments, pricing strategies, budgets, occupancy rates, and expense and revenue reports for all guest and visitor accommodations (including but not limited to the guesthouse);
- **Be in touch** with (potential) guests and visitors through email, phone, website and booking platforms, and/or coordinate team members to do so;
- **Interview potential guests and visitors** to communicate the culture, and to assess alignment between them and Ananda Kalyani;
- **Coordinate bookings and room allocation**, while keeping an accurate record of reservations and available accommodation (including but not limited to the guesthouse);
- **Warmly welcome** guests and visitors on arrival, and introduce them to Ananda Kalyani with the necessary information on facilities, activities, and events;
- Cultivate a **vibrant and harmonious atmosphere** in the guesthouse, besides ensuring a **safe environment** using security procedures and emergency protocols;
- **Lead a team of guesthouse volunteers** (such as front desk and cleaning volunteers) to ensure high standards of customer service and cleanliness.
- Work with a wide range of tasks in a **dynamic environment**;
- **Manage** and restock **inventory** of accommodation supplies (including but not limited to the guesthouse), such as bedding, toiletries, and front desk equipment;

As a Visitors Lead you work on site for 30 - 40 hours a week. The agreement and financial support from Ananda Kalyani are according to skills and experience.

Curious for more information? Excited to become part of us? Get in touch at fsdebruijn@anandakalyani.org or by filling out the [application form](#).