



# CAROLYN'S PUMPKIN PATCH & LIBERTY CORN MAZE

## EMPLOYEE BASICS 2023

1. All positions start at \$12.50/ hour.
2. Must be at least 14 years of age on or before September 15<sup>th</sup>, 2023. 14 or 15 year olds must abide by state regulations
3. These are seasonal positions that end when the farm closes for the season.
  - Pumpkin Patch season begins September 16<sup>th</sup> to October 30<sup>th</sup>.
  - Corn Maze season is weekends from September 15<sup>th</sup> to October 29<sup>th</sup>.
4. Weekend employee hours vary depending on customer attendance and weather.
  - Carolyn's Pumpkin Patch Hours:
    - Sunday: 10am – 6pm
    - Monday: 10am – 6pm
    - Tuesday: Closed
    - Wednesday: 9am – 1pm, School Groups Only / Closed to the Public
    - Thursday: 10am – 7pm
    - Friday: 10am – 7pm
    - Saturday: 10am – 7pm
  - Liberty Corn Maze Hours:
    - Friday: 5pm – 11pm
    - Saturday: 10am – 11pm
    - Sunday: 10am – 6pm
  - Although these are the hours Carolyn's and Liberty Corn Maze are open to the public, these are NOT your work hours. Employees will be required to start at least an hour earlier to prepare for the day. Employees will be required to stay on site at the end of the day until the site duties are completed.
  - The schedule will be sent out weekly to all employees.
5. Clothing must be family friendly. Please wear nice jeans or pants without holes. Shorts can also be worn but must be an appropriate length (no shorter than 3 inches above the knee). All employees will be given a Carolyn's or Liberty Corn Maze t-shirt and a name tag to wear at every shift. Closed toe shoes are mandatory.

Other clothing information to note:

  - No leggings or gym shorts
  - Pants must be held up at the waist
  - Tattoos are permitted but must be non-offensive and children appropriate
  - Body piercings are permitted unless it is deemed that they interfere with your job
  - Bring a change of clothes and shoes
  - Bring warm clothes
6. Cell phones are for emergencies only. No personal phone calls or texting while at the farm. Please keep your phones in the car or in your bag while working. A contact number will be given to you to share with your family if an emergency arises and you need to be reached.
7. No tobacco usage or electronic devices are allowed anywhere on the property for employees or the public. This includes all varieties and forms of tobacco, e-cigarettes or vaping.
8. Employees must commit to a minimum of 8 hours per week.
9. When working in food areas, hair must be secured and above the collar.
10. If you have any of the following, please let us know!
  - Food handlers license
  - Retail experience or previous cashier experience
  - Experience in animals or amusement parks

Sign: \_\_\_\_\_ Date: \_\_\_\_\_