



Storied Management LLC – an affiliate of Storied Development, LLC, an established development, marketing and sales organization with private club communities throughout the continental U.S., Hawaii, the Caribbean and Mexico – is seeking a WILDSTAR PROGRAM COORDINATOR for its luxury, private residential, mountain golf and ski community in Park City, Utah – Talisker Club.

Talisker Club is Park City's only four-club, one-membership private home community presenting an incomparable collection of Mountain, Main Street, Backcountry, and Country Clubs. It is situated in Utah's Wasatch Mountain Range, from the slopes of Deer Valley Ski Resort to the valleys surrounding the Jordanelle Reservoir.

Please visit our website – www.taliskerclub.com to learn more.

POSITION: WILDSTAR PROGRAM COORDINATOR

DEPARTMENT: WILDSTAR / ACTIVITIES

STATUS: Full-Time Seasonal or Year-Round

UNDER THE DIRECTION OF: Wildstar Manager

LOCATION: Onsite - Park City, Utah, United States; 8680 Empire Club Dr, Park City, Utah 84060

PURPOSE OF POSITION:

The Wildstar Program Coordinator serves as the operational backbone of Wildstar programming by coordinating youth events, staffing schedules, vendor relationships, activity reservations, and seasonal programming logistics. This role is critical to delivering safe, engaging, and memorable experiences for children and families while ensuring programs are appropriately staffed and executed efficiently. The ideal candidate is highly organized, energetic, excellent with children, and able to balance event planning with day-to-day operational responsibilities.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Coordinate Talisker Club Activities (Wildstar, Peaks, Makerspace, Adventures) youth and family programming.
- Manage activity calendars, event logistics, transportation, reservations, check-in processes, and participant communications.
- Track attendance, program participation metrics, and assist with seasonal program development.
- Schedule and manage third-party activity providers, guest instructors, entertainers, guides, and activity partners.
- Maintain vendor contracts, insurance documentation, and communication records while ensuring vendors meet Talisker Club standards and youth safety requirements.
- Build staffing schedules for programs, camps, and events; manage staffing levels; identify coverage gaps; coordinate shift changes and daily staffing adjustments.
- Maintain staffing records and assist with payroll submission.
- Build positive relationships with children and families, lead activities when operationally necessary, support behavior management and conflict resolution, and maintain a fun, safe, and engaging atmosphere.
- Other duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- Build, monitor, and adjust staffing schedules for youth programs, camps, and events.
- Coordinate shift changes, identify coverage gaps, maintain staffing records, and assist with payroll submission.

WORKING CONDITIONS AND PHYSICAL EFFORT:

- Includes evenings, weekends, holidays, and school breaks, with flexibility required during peak programming seasons.
- Work is performed onsite and may include indoor and outdoor youth programming environments.
- Must be able to support safe program execution, activity setup, guest check-in, and daily operational needs.

POSITION REQUIREMENTS:

- Experience working with children ages 5-15.
- Strong organizational, event-planning, written communication, and verbal communication skills.
- Experience scheduling staff and managing daily staffing adjustments.
- Ability to multitask in a fast-paced environment.
- Valid Driver's License required.

EDUCATION AND EXPERIENCE:

- Preferred experience includes private club/hospitality, recreation, education, child development, camp, or youth programming.
- CPR/First Aid Certification preferred.
- Experience with Jonas POS, Pacesetter, Whoosh, ADP, or similar platforms preferred.
- Minimum intermediate-advanced skiing or snowboarding proficiency preferred.

QUALIFICATIONS:

- Highly organized, energetic, and comfortable balancing event planning with day-to-day operational responsibilities.
- Excellent with children and families, with the ability to support positive youth engagement, behavior management, and conflict resolution.
- Demonstrated ability to coordinate vendors, reservations, transportation, participant communications, and seasonal programming logistics.
- Able to help maintain program staffing coverage, complete vendor logistics on time, support positive member satisfaction, and increase participation and engagement in youth programs.

SEASONAL EMPLOYEE PERKS:

- Golf Privileges
- Ski & Snowboarding Passes
- Employee Meal Program
- Member Gratuity Program
- Carpooling Reward Program
- Employee Recognition Program
- Discounts on Golf & Spa Merchandise
- Employee Pricing for Spa Services
- Discounts at Courchevel Bistro
- Signature Employee Events
- 401(k) Retirement Plan with Employer Match *(only if employed for a minimum of a 6-month period)*

YEAR-ROUND, FULL-TIME EMPLOYEE BENEFITS AND PERKS:

- All-Inclusive Benefit Package Offered including Medical, Dental, Vision, Health Savings Plan, Flexible Spending Account, Supplemental Insurances; i.e., Accident, Hospital Indemnity, Critical Illness
- Life Insurance – Long- and Short-Term Disability
- Paid Time Off: Vacation & PTO Package; Designated Holidays and Holiday Pay
- 401(k) Retirement Plan with Employer Match
- Education and Tuition Reimbursement Program
- Discretionary Bonas Program
- Golf Privileges
- Ski & Snowboarding Passes
- Employee Meal Program
- Member Gratuity Program
- Reward and Recognition Programs
- Discounts on Golf & Spa Merchandise
- Employee Pricing for Spa Services
- Discounts at Courchevel Bistro
- Signature Employee Events

Interested candidates can visit <https://www.taliskerclub.com/careers/> and submit resume associated with position of interest.