



## MOUNT ST. HELENS INSTITUTE

### Field Camp Host

**Position:** Field Camp Host | Part Time  
**Compensation:** \$14/hour depending on experience  
**Term of Employment:** June 6, 2020 – September 9, 2020 (some flexibility). Not to exceed 300 hours. This is a part-time, non-exempt, temporary seasonal position.  
**Closing Date:** March 17, 2020, at 11 PM

#### SUMMARY:

The Mount St. Helens Institute seeks one part-time Field Camp Host for the 2020 summer season. We desire candidates who are passionate about providing excellent customer service, cooking gourmet food for 20-30 people, and working in an outdoor kitchen.

The groups hosted will be diverse, including our Into the Crater Hike participants, international groups of scientists, and youth in education programs. Providing a welcoming and inclusive environment is key.

Hosting will take place at our Field Camp near Windy Ridge- an established, remote camp on the east side of Mount St. Helens. It includes a fully stocked outdoor kitchen, canvas wall tents with wood stoves, fire pit, and composting toilet- all with views of Mount St. Helens, Mt. Rainier, and Mt. Hood. The kitchen is set up under a large tarp with a three-burner propane stove, propane grill, and a shipping container for food storage. There is no running water, and all water is brought in. We have a standing sink, buckets, and sump area for water disposal. The Field Camp Host will share a staff-only canvas wall tent.

Field Camp Host can expect to work Friday through Sunday throughout the summer with some weekday work. Field Camp Host will work under the supervision of the Outdoor Programs Manager. See guided program descriptions [here](#). See Field Camp site photos [here](#).

#### DUTIES AND RESPONSIBILITIES:

- Host groups at our Windy Ridge Field Camp; welcoming, site tours, cook, serve
- Plan meals for all hosted meals, with support from the Outdoor Program Manager
- Shop for meal ingredients the day before the trip, keep organized
- Prepare gourmet meals for groups up to 30 people
- Maintain supplies and equipment
- Cleaning cookware and dishes after meals
- Closing camp after each trip; sweeping, tidying, organizing
- Other duties as assigned

#### REQUIRED QUALIFICATIONS:

- Passion for customer service and hosting groups
- Experience cooking for groups up to 30 people
- Excellent people and group management skills
- Ability to work both independently and in groups in remote areas with minimal supervision
- Enthusiasm for Mount St. Helens and the mission of the Mount St. Helens Institute
- Have a valid driver's license with an acceptable driving record for the past three years
- Have a reliable personal vehicle

**ABILITIES:** Hosting requires the ability to lift up to 60 lbs., stand and cook on uneven ground, bend and twist. Regular driving for up to 4 hours is common.

**WORKING HOURS:** This is a part-time position with mandatory trainings. Scheduled shifts will be announced at least two weeks in advance with input on Field Camp Host date requests. Extended overnight work, especially at Field Camp, will be required. See schedule below.

**LOCATION:** The Mount St. Helens Institute's main office is in Amboy, WA. Hosting will occur at our Field Camp near Windy Ridge on the east side of Mount St. Helens.

**ABOUT US:** MSHI is a non-profit organization dedicated to advancing understanding and stewardship of the Earth through science, education and exploration of volcanic landscapes. MSHI functions as a tight-knit group of individuals united in our common passion for Mount St. Helens. We value diversity, good challenges, adventure, fun, partnership and community. We work closely with the Mount St. Helens National Volcanic Monument staff on a daily basis and operate under US Forest Service special use permit. We are not a guiding company and first and foremost are committed to providing educational outdoor exploration experiences.

**OUR COMMITMENT:** The Mount St. Helens Institute fundamentally believes that its employees are a valuable source of ideas for improving operations and making the workplace more interesting and attractive. In order to do so, we ensure that all employees work in an environment free of discrimination. All candidates applying for this position will be reviewed without regard to race, color, creed, religion, sex, age, national origin, veteran or marital status, sexual orientation, or disability. This institution is an equal opportunity provided. Review the Mount St. Helens Institute's [Diversity, Equity and Inclusion Statement](#).

**TO APPLY:**

Apply no later than March 17, 2020, at 11 PM.

Email the following items to [apply@mshinstitute.org](mailto:apply@mshinstitute.org).

- Subject Line: "Last Name, Field Camp Host"
- Cover Letter (name the file as follows "Last Name, First Name - Cover Letter")
  - Include the following:
    - Why are you interested in this position?
    - How does this position fit with your career goals?
    - What is your available start date? Required end date?
    - Are there any required days off during the season?
- Resume (name the file as follows "Last Name, First Name - Resume")

Please no phone calls! You may email us with questions.

**SCHEDULE OF MOST DATES & PROGRAMS:**

*Subject to change.*

- Training: Guide Staff 6/6-7
- Training: Mountain Steward 6/14-15
- Field Camp Set-Up 6/25-26
- Training: Glacier Overlook Hike 6/27/2020
- Training: ITCH 6/28/2020
- International Group 7/11-16
- Into The Crater Hike 7/17/2020
- Into The Crater Hike 7/24/2020
- Into The Crater Hike 8/7/2020
- Into The Crater Hike 8/14/2020
- Into The Crater Hike 8/21/2020
- Into The Crater Hike 8/28/2020
- Into The Crater Hike 9/4/2020