



## Field Camp Host

### MOUNT ST. HELENS INSTITUTE

**Position:** Field Camp Host | Part Time | Seasonal  
**Compensation:** \$23.04/hour  
**Term of Employment:** June 1, 2023 to September 23, 2023 (some flexibility).  
Hourly; part-time; non-exempt; temporary; seasonal.  
**Application Closing Date:** April 1, 2023

#### SUMMARY:

The Mount St. Helens Institute (MSHI) seeks a part-time Field Camp Host for the 2023 Summer season. We desire candidates who are passionate about providing excellent customer service, cooking gourmet food in a remote outdoor kitchen for 12-25 people.

For 8 weekends of the 2023 Summer Season, a team of MSHI professional mountain guides and geologists lead 12 paying participants into the crater of an active volcano and the remote MSHI Field Camp serves as the basecamp for this adventure. The Camp Host is charged with the logistics, food preparation and general camp operations for a diverse group of international participants, scientists and mountain guides. A welcoming and inclusive environment is key.

Hosting will take place at our Field Camp near Windy Ridge - an established, remote camp on the NE side of Mount St. Helens. It includes incredible views of Mount St. Helens, Mt. Rainier and Mt. Hood, a fully stocked outdoor kitchen, canvas wall tents, wood stoves, fire pit and porta potties. The kitchen is set up under an open air tent with a three-burner propane stove, propane grill and a shipping container for secure food and supply storage. There is no running water, so all water is brought in by support staff. We have a standing sink, buckets and sump area for water disposal. The Camp Host must be prepared to camp onsite for two nights in either a personal tent, a small RV (no services provided) or in a canvas wall tent.

Field Camp Host can expect to work Friday through Sunday throughout the Summer with some weekday work for logistical preparation, to include groceries procurement. Field Camp Host will work under the supervision of the Outdoor Programs Manager for the Field Camp program. See guided adventures descriptions at <https://www.mshinstitute.org/explore/guided-adventures/>.

#### DUTIES AND RESPONSIBILITIES:

- Host groups at our Windy Ridge Field Camp; welcoming, site tours, cook, service
- Plan meals for all hosted meals, with support from the Outdoor Program Manager
- Shop for meal ingredients prior to the adventure
- Organize and transport water and food
- Prepare gourmet meals for groups up to 25 people
- Maintain supplies and equipment
- Clean cookware, dishes and kitchen after meals
- Close camp/kitchen after each trip; sweeping, tidying, organizing
- Follow all health procedures
- Other duties as assigned

#### QUALIFICATIONS:

- Passion for the wilderness, customer service and hosting groups
- Experience cooking for groups of 12+ 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 paid trainings. The typical schedule will be Friday-Sunday. Some days will be longer than 10 hours; some days Host will be off for 8 hours in the middle of the day in a remote location; Host will camp overnight without pay. The schedule will vary based on program dates but the schedule will be announced at minimum 2 weeks in advance. Most trips are on the weekends, though some weekday work will be required.

When required due to the needs of the Institute, an employee may be scheduled for on-call duty after they are relieved of their daily active duty. During on-call duty periods, the on-call employee may use their time freely but must be able to be contacted and respond within 30 minutes. If called to respond, the on-call employee will be compensated for the hours they actively worked at their regular hourly rate and are eligible for overtime pay if applicable.

**WORKING ENVIRONMENT:** Camp Host must be comfortable outdoors, in nature, for extended periods of time in various weather conditions; and willing to camp (sleep) at MSHI's remote and rustic field camp on the East side of Mount St. Helens when scheduled for multi day assignments. Non-flush toilet facilities and handwashing stations are available. Shower facilities are not available. Cell phone service is very limited. MSHI shall provide radio communications.

**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.

**BACKGROUND INVESTIGATION:** MSHI shall conduct a background investigation prior to making a conditional offer of employment or re-hire. All offers of employment are contingent upon a satisfactory background investigation. The background investigation may include, but is not limited to the following, as permitted by law: social security verification (social security number, date of birth, former addresses); prior employment verification; personal and professional references; education verification; motor vehicle records; and criminal history. The following factors will be considered for applicants with a criminal history: nature of the crime and its relationship to the position; time since the conviction; number (if more than one) of convictions; whether hiring, transferring or promoting the applicant would pose an unreasonable risk to the organization, its employees, volunteers, partners and program participants.

**ABOUT US:** The [Mount St. Helens Institute](#) advances understanding and stewardship of the Earth through science, education and exploration of volcanic landscapes. We are united in our common passion for Mount St. Helens and connecting folks of all backgrounds with science, the outdoors and each other. We value diverse perspectives, good challenges, adventure, fun, partnership and community. MSHI is the official nonprofit partner of Mount St. Helens National Volcanic Monument. As such, we work closely with Monument staff and operate under a US Forest Service special use permit.

MSHI fundamentally believes that its employees are a valuable source of ideas for improving operations and making the workplace more interesting and attractive. We ensure that all employees work in a positive, supportive, empowering 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 physical ability. We are an equal opportunity employer and provider. For more information on our commitment, please review the MSHI's [Equity, Diversity and Inclusion Statement](#).

**TO APPLY:**

Email the following items to [apply@mshinstitute.org](mailto:apply@mshinstitute.org) before April 1, 2023, 11:59PM Pacific.

- Subject Line: "Last Name, First Name - Camp Host"
  - *If you would like to apply for multiple positions: "Last Name, First Name – Multiple" and indicate the positions of interest in your cover letter.*
- Cover Letter (name the file as follows "Last Name, First Name - Cover Letter")
- Resume (name the file as follows "Last Name, First Name – Resume")

Please email with questions.