



## Job Description

**Position Title:** Summer Adventure Camp Guide (Alpenguide)

**Reports To:** Alpengirl Camp Director

**To Apply:** Submit resume, references and cover letter to [info@alpengirlcamp.com](mailto:info@alpengirlcamp.com)

### Application Deadlines

- We are happy to accept resumes, complete with professional references and an Alpengirl specific cover letter, at any time of the year
- Hiring for new Alpenguides will begin January 1<sup>st</sup> for the following summer season
- Alpenguide positions will remain open until filled

### Dates of Employment

- Mid-June through mid-August
- All Alpenguides will attend a week of staff training in mid-June in Manhattan, MT
- Alpenguides typically live in the field and work consecutive trips through the camp season
- Shorter commitments are sometimes available

### General Expectations

There's more to adventure camp leadership than hiking and playing games. The job of an Alpenguide is all-encompassing and integral to the Alpengirl experience. The person that excels at this job has a balanced combination of hard and soft skills, and employs both appropriately to benefit the girls in her care. Alpenguides are responsible, trustworthy, positive role models that are committed to FUN!

Alpenguides will:

- Supervise girls ages 11-16, who may be new to adventure camps/wilderness environments
- Lead multi-day backpacking trips and canoeing adventure activities
- Teach outdoor living, camping skills, and Leave No Trace ethics
- Maintain a constant awareness of and provide attention to individual camper needs
- Assess and manage environmental and human risks
- Provide wilderness medical care
- Drive campers in 15 passenger vans with trailers
- Communicate with parents, contracted activity outfitters, and camp director
- Complete written reports and co-staff evaluations
- Make decisions that benefit the group as a whole

### Minimum Qualifications

- Minimum age of 20 years
- Completed at least 1 year of college
- Wilderness First Aid certification (nationally recognized certifications only, WMI preferred)
- CPR certification
- Epinephrine Auto-injector certification
- Backcountry Food Handlers certification
- Personal health insurance coverage
- Clean driving record and clean criminal background record
- Previous experience leading backpacking trips
- Previous experience with youth outdoor education and leadership
- Fun, funny, and fun lovin' attitude
- Superhuman power of some kind!

### Advanced Qualifications

Alpengirl will aim to staff each camp session with at least one Alpenguide who has the following advanced qualifications:

- Minimum age of 21 years
- Completed 3 or more years of college
- Wilderness First Responder (nationally recognized certifications only, WMI preferred)
- Lifeguard certification

### Additional/Desired Qualifications

- Leave No Trace certification
- Previous experience driving 15 passenger vans
- Previous experience leading canoe trips

- Yoga instructor certification and/or yoga experience
- 2 or more seasons experience working with teenagers in a camp/outdoor education setting
- Knowledge of and/or experience with geographic area of trip
- Experience teaching science and/or natural history

### **Compensation**

- Wages competitive with industry standard and commensurate with experience and certifications
- Yearly pay increase for returning Alpenguides
- Access to pro deals and gear discounts

### **Essential Functions**

Applicants must be physically able to perform the following:

- Hike up to 10 miles at elevations up to 11,000 feet
- Traverse uneven terrain that could include gravel, dirt, mud, snow and ice
- Hike quickly for up to 10 miles in emergency situations
- Live and work in a setting with variable weather conditions
- Move and/or lift up to 60 pounds; load and unload equipment/packs from vehicles
- Reach, climb, grasp, push and pull above and below shoulder levels; squat and bend

Applicants must possess the following mental and emotional requirements:

- Emotional stability and maturity
- Promptness, reliability, and trustworthiness
- Ability to communicate effectively with supervisor, co-workers, campers, contract outfitters/vendors, and parents
- Ability to work successfully with people from diverse backgrounds
- Ability to self-motivate and make independent decisions
- Flexibility, spontaneity, and the ability to respond quickly and appropriately to camper needs, daily program needs, and emergency situations
- Ability to model and teach safety and risk management
- Ability to organize and recall facts, figures and information
- Ability to concentrate, focus, and accurately and efficiently perform required tasks

Applicants must be tolerant of the following environmental exposures:

- Potentially hot, cold, wet, dry and humid weather
- Variable and potentially extreme temperature conditions, depending on elevation, time of day, and season (June-August)
- Potential exposure to toxic substances (i.e. bleach, petroleum vehicle fuel)
- Potential exposure to natural disasters such as fire, flood, earthquake, landslide, or heavy snow
- Potential exposure to dust, pollen, poison oak, and a variety of animals, plants, bees and insects

### **Hiring Process**

Upon receipt of a resume, professional references, and an Alpengirl specific cover letter, we will:

- Select qualified individuals and arrange employment interview(s)
- Conduct reference checks, background checks, and verify previous work experience
- Selected candidates will receive a hire offer detailing summer schedule and compensation
- Selected candidates will review the hire offer, sign it and submit it to Alpengirl, along with additional employment documents
- Once Alpengirl receives these documents, interviews will cease for that position

### **Staff Training**

Alpenguides will attend a week long staff training in Manhattan, MT, prior to the beginning of the camp season. Alpenguides are responsible for personal transportation to Montana for staff training. This on-site, experiential training includes camping, backpacking, camp cooking, skills demonstrations, yoga practice, practical scenarios in first aid and risk management, and a review of camper files, permits, maps, menus and itineraries. Alpengirl staff training mixes work with fun; highlights include events such as the staff talent show and Alpenwear fashion show, a hot springs excursion, canoeing, staff care packages and more! Alpenguides will receive reading and study materials prior to staff training and be familiar with these materials prior to arrival in Montana.

### **Equal Opportunity Employer**

Alpengirl, Inc does not discriminate on the basis of race, color, national or ethnic origin, religion, gender, sexual orientation, age, disability, or veteran status. This policy applies to any employee, applicant, or Alpengirl camp participants.