

ADIRONDACK MOUNTAIN CLUB

The Adirondack Mountain Club is a diverse organization with a threefold program of conservation, education and recreation. As the organization is diverse so are the job responsibilities of its staff and volunteers. This partnership between staff and volunteers is based on trust, respect and a mutual understanding of these responsibilities. The individual employee goals and responsibilities are outlined in the following job description:

JOB TITLE: High Peaks Information Center Staff

LOCATION: Adirondack Loj & Heart Lake Program Center, Lake Placid, NY

RESPONSIBLE TO/ EVALUATED BY: HPIC Manager, Assistant Manager

TEAM COORDINATION WITH: Loj Front Desk staff, Education staff, JBL

JOB DESCRIPTION: ADK seeks hard-working, outgoing individuals to staff the High Peaks Information Center (HPIC) located at our Heart Lake Program Center in the Adirondack High Peaks Region. HPIC Staff interacts directly with the many visitors to the area, providing trail information, trail conditions updates, weather information, and safety alerts.

RESPONSIBILITIES:

In addition to providing trail information to the public, staff handles merchandise sales, equipment rental, parking fee collection (operating ADK's parking booth), general facilities upkeep & cleaning, promoting the ADK mission and promoting membership. Staff may also be called upon to act as a liaison between our visitors and the backcountry forest rangers, facilitating communication of critical information to the rangers during search and rescue operations.

CANDIDATE PROFILE:

Candidates must be comfortable working both as a team and individually, and willing to work in close quarters with their co-workers. HPIC employees must have high comfort level speaking and working with high volumes of visitors, and working in a fast-paced environment. Candidates must be highly motivated, enthusiastic and have the flexibility to work and communicate with people of all ages and experience levels. ADK expects the highest level of courtesy and customer service from its employees; previous retail and customer service is helpful (especially using a point of sale system and cash register). Previous hiking experience in the High Peaks of the Adirondacks is helpful. Familiarity with Leave No Trace principles is helpful; love of hiking and being outdoors is a must!

POSITION DATES: Late July - mid October. Flexibility with start/end dates.

CLASSIFICATION AND WORK SCHEDULE:

- 5 days on (including weekends and holidays, varies according to program needs), 2 days off
- Non-Exempt
- Seasonal

COMPENSATION:

- \$12.50/hour
- LNT training
- Discounts on store merchandise, rental equipment, and ADK workshops
- ADK membership
- Limited, rustic, on-site housing with room & board available for a small deduction
- Opportunity to spend time in an incredibly beautiful place