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**POSITION DESCRIPTION**

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| **Position Title** | Ridgerunner and Monson Appalachian Trail Visitor Center Representative | **Incumbent** |   |
| **Location** | Farmington, ME | **Status** | Seasonal, Non-exempt |
| **Supervisor**  | Regional Manager- Maine  | **Department** | Conservation |

### Organization Mission:

The Appalachian Trail Conservancy’s mission is to protect, manage, and advocate for the Appalachian National Scenic Trail.

**Position Purpose**

The incumbent will be responsible for working on an approximately forty-mile section of the A.T. in Maine as a ridgerunner where they will greet, aid and educate hikers on Leave No Trace and management regulations. The incumbent will also work cooperatively to staff the Appalachian Trail Visitor Center in Monson, Maine, an A.T. Community. The Visitor Center’s core mission is to address the increased popularity of the Appalachian Trail in northern Maine and Baxter State Park, concerns with hiker behavior, and to support the growing ecotourism industry in the Moosehead Lake region. Incumbent will be one of three primary staff for the Visitor Center and will also have the opportunity to support the mission of the Visitor Center through hiker education on the A.T. near Monson. In the Visitor Center, the incumbent will be the primary point of contact for all visitors to the Visitor Center including thru-hikers, section hikers, short term backpackers, day hikers, camp groups and casual visitors. They will provide education on Leave No Trace, management regulations and visitor expectations in Baxter State Park, day hiking opportunities in the area, and trail and river conditions. The split between on-Trail and Visitor Center time will be approximately 65%/35%, but may vary through the season.

Incumbents will be expected to work together with the Visitor Center Manager, Visitor Center Assistant and Maine Regional Manager as a team, and also cooperatively with Appalachian Trail Conservancy staff, Maine Appalachian Trail Club (MATC) volunteers and staff, Monson A.T. Community volunteers, Monson town staff and Baxter State Park staff. They will also be expected to work weekend days and some holidays.

Incumbents must be available the third week of May through mid-October.

### Essential Duties and Responsibilities

* Meet and greet hikers on the A.T. in a ridgerunner capacity and educate them about the Appalachian Trail, ATC, MATC, Baxter State Park, and Leave No Trace hiking/camping methods on the A.T. near Monson. Advise visitors and hikers of rules on the A.T. in the region.
* Meet and greet the public in the Visitor Center and inform and educate them about the A.T., ATC, MATC, Baxter State Park, and Leave No Trace hiking/camping methods
* Advise thru-hikers and section hikers on the regulations and expectations for A.T. hikers in Baxter State Park
* Provide appropriate local hike recommendations for those wishing to explore the A.T. and other trails in the general vicinity and inform visitors of local regulations
* Provide up-to-date assessments of trail and ford conditions in the 100 Mile Wilderness region
* Promote ATC and MATC membership through positive customer interactions that convey ATC’s and MATC’s missions
* Assist with small store operations, stocking and inventory
* Maintain a daily log and submit it to the ATC supervisor and Baxter State Park managers, submit written or e-mailed reports to supervisors at the end of each work period, and submit a written report to ATC at the end of the season detailing highlights, problems, *etc*
* Maintain regular contact with field supervisors, club volunteers, agency partners, and local officials
* Periodic maintenance of trail counters with cooperation of colleagues
* Other duties as assigned

**Qualifications**

* Commitment to Appalachian Trail and resource protection efforts including regulations
* Knowledge of the Appalachian Trail, ATC and the trail maintaining clubs
* Knowledge of and experience in Baxter State Park
* Active knowledge of Leave No Trace principles, LNT Trainers or Master Educators preferred
* Experience with the Appalachian Trail long- distance hiking community
* Proven ability to work alone with minimal supervision
* Excellent communication, organization and education skills
* Ability to interact with visitors with varied levels of experience under sometimes stressful conditions
* Proficiency with computers including but not limited to proficiency with the internet, Microsoft Office software and email
* Previous A.T. volunteer experience preferable
* Current first-aid and CPR certification (Wilderness First-Aid certification is preferable)

**Physical Demands and Work Environment**

* Moderate noise level due to visitor-center environment with a high level of conversation and crowds from time to time
* Periods of standing on feet from time to time indoors
* Three days per week backpacking on the Appalachian Trail in Maine hiking significant distances on and off trail, in rugged terrain
* Requires the ability to work under adverse weather conditions
* May be required to ford streams and rivers to check conditions
* Ability to lift and move moderate weight (50+ pounds)
* Exposure to odors associated with natural and outdoor activities and those that may have been engaged in activities in natural or outdoor settings for an extended length of time

**To Apply:**

Please follow the link to ADP below. All files attached should be “[your last name]\_[your first name]\_[file name]”.

<https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=308869eb-4bf3-4360-a0b8-b26c926a5f77&ccId=19000101_000001&type=JS&lang=en_US>

If you have questions about the position, please email monsonvisitorcenter@appalachiantrail.org. Please include the position title and your name in the email subject line. Priority will be given to those who apply by January 15, 2021.

***ATC Equal Employment Opportunity Statement***

*The Appalachian Trail Conservancy (ATC) encourages collaboration, flexibility, and fairness with all employees and volunteers to enable participation and contributions to their fullest potential.*

*We are committed to being a diverse and inclusive organization, and recognize that diversity contributes to an effective and successful organizational culture and mission.*

*The ATC prohibits discrimination in employment on the basis of race, color, religion, sex (including pregnancy, gender identity and/or expression), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, political affiliation, union membership, or any other status protected by the laws and regulations in the locations where we operate.*