



## Working with Montana Yellowstone Expeditions

**Thank you** for your interest in working with Montana Yellowstone Expeditions!

### Overview

MYE creates summer youth programs in Southern Montana that provide programming and full scholarships for underserved youth ages 15-18 from California, Montana, New York and elsewhere. Each program is a multi-element experience that combines wilderness backpacking, a river trip, service learning and projects, equestrian training, leadership, and personal and group development into an effective 25-day experiential learning experience. Upon completion of the MYE summer program, alumni are engaged in our Life Skills follow-up program that builds on new skills, and provides connections and resources for becoming who they want to be and taking their initial steps in the adult world.

MYE operates from a basecamp in the Tom Miner basin area of Montana's Paradise Valley, 30 minutes south of Livingston, MT, and 20 minutes north of Yellowstone National Park. MYE programs take place in and around YNP, on the Yellowstone River, and in the communities of southern Montana.

MYE is a challenging and rewarding place to work. We offer the opportunity to help craft and deliver programs that make a true and lasting impact on participants and staff alike. Each member of the staff plays an integral role in MYE's daily operations. We are all in it together and support each other to provide exceptional quality programming.

Working at MYE requires flexibility, ingenuity, commitment, and a desire to make a difference. Our staff members are encouraged to accept new challenges, step outside their comfort zone, and take advantage of all that MYE has to offer. Our goal is to create an environment of professional growth and learning for all staff. We will give you our very best and require the same in return.

The summer season consists of six 25-day multi-element wilderness programs, and three alumni programs – two 25-day Leadership Labs and a summer Intern Program. Staff to participant ratio is 5:1.

Montana Yellowstone Expeditions has the following opening for the 2010 summer season:

### **Position Description: Support Staff – Kitchen Assistant (KA)**

MYE Support Staff are the backbone of creating an MYE experience. This position will include a wide variety of tasks in all areas of MYE operation and is specifically tasked with supporting kitchen management, food preparation and food service.

### **Timing**

Start Date: June 1<sup>st</sup>, 2009 (to be confirmed)

End Date: August 20<sup>th</sup>, 2009 (to be confirmed)

Timing reflects an average of six days worked per week, on a variable schedule.

We are looking for full season commitments and position is open until filled.

### **Compensation**

Per diem; DOE

Meals and lodging at MYE facilities for the entire season.

### **Reports**

Primarily to the MYE Kitchen Coordinator (KC) and at times the MYE Program Director (PD)

**Responsibilities: Primary**

Kitchen Assistant is primarily responsible for assisting in all aspects of the MYE catering/kitchen operation but may also have duties in the Logistics Center and on the site maintenance program. Including but not limited to:

- Working in the kitchen, cooking, dishes and serving food
- First assistant to MYE KC
- Acting as main MYE cook on KC days off
- Packing lunch coolers
- Inventorying food and equipment
- Oversight of intern kitchen duties
- Working with all other MYE staff to ensure coordination between field activities and food requirements
- Driving work associated with supporting MYE program
- Other duties as directed by KC or PD

**Responsibilities: Secondary**

In addition to the above, KA may also be involved in:

- Administrative assistance
- Night supervision of students in wall tents at Basecamp
- Assisting MYE staff with expeditions planning and preparation
- Intern supervision and training
- Assisting in Search and Rescue/Emergency operations as required by PD or Executive Director, as appropriate to skill level
- Assisting with MYE education program
- Other site maintenance duties as directed by the PD

**Qualifications**

- Must be 21 years or older (insurance requirement) with a clear driving record (experience towing a trailer would be an advantage)
- 1+ years relevant work experience
- High energy, positive attitude, ability and willingness to work long hours and multiple days in succession
- Flexible and adaptable to the changing demands of supporting wilderness-based programming
- Working knowledge of typing, MS Word and Excel programs, is a benefit
- Current CPR certification

**To Apply**

Email a cover letter with your CV/resume to Program Director, Ellen Sagmyr, [ellen@myeconnect.org](mailto:ellen@myeconnect.org). She will respond within three days to arrange an initial conversation and/or forward an employment application.

MYE Website: <http://www.myeconnect.org/>