



Heart Lake Program Center  
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Lake Placid, NY  
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## **SUMMIT STEWARD COORDINATOR**

ADK (Adirondack Mountain Club) works to protect New York State wild lands and waters by promoting responsible outdoor recreation and building a statewide constituency of land stewardship advocates. Since 1922, the organization has worked to increase access to the backcountry by building trails, conserving natural areas, and developing a stewardship community that supports the ethical and safe use of New York's outdoor spaces. A member, donor, and volunteer-supported organization, ADK reaches across New York through its 27 chapters to inspire people to enjoy the outdoors ethically.

### **PROGRAM SUMMARY**

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The Adirondack High Peaks Summit Stewardship Program (SSP) is a cooperative program of ADK (the Adirondack Mountain Club), the New York State Department of Environmental Conservation (DEC), and the Adirondack Chapter of The Nature Conservancy (TNC). The SSP is responsible for educating the hiking public about the rare and fragile alpine plant communities found on the Adirondack High Peaks. A Summit Steward's foremost goal is to encourage hikers to walk on solid bedrock above treeline, thereby protecting threatened and endangered flora of the alpine zone. As educators and interpretive naturalists, summit stewards teach hikers about:

1. Minimizing impact on alpine summits.
2. The significance of alpine vegetation in the context of the state's natural heritage.
3. Alpine ecology.

Funding is provided primarily by ADK & DEC. ADK employs stewards along with providing program administration and supervision.

### **POSITION SUMMARY**

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ADK seeks an enthusiastic and detail oriented individual to coordinate and supervise the Adirondack High Peaks Summit Stewardship Program. As a full-time, year-round position, the Summit Steward Coordinator provides continuity in the program which allows for increased outreach activities along with more opportunities to sustain a volunteer program and research projects in the alpine zone.

### **KEY RESPONSIBILITIES**

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#### **Administration– 60%**

- Coordinate the SSP and act as the permanent liaison with DEC, TNC and the New York Natural Heritage Program (NYNHP) to administer the program.
- Recruit, train, supervise, and evaluate summit stewards.
- Recruit, train, and supervise volunteers to assist with summit stewarding.
- Train stewards and volunteers in interpretive education principals, natural history, ecology, and botany of the High Peak summits so they can convey to hikers a better understanding and appreciation of the alpine communities.

- Execute and train stewards on how to have “low-key,” person-to-person educational contacts on the summits to protect the endangered alpine flora by encouraging hikers to walk on the solid bedrock.
- Train the stewards and volunteers to collect population data of state listed alpine plants that is used to update the database of the NYNHP and on data collection for research projects.
- Train stewards and volunteers on proper trail maintenance techniques.
- Draft at least two reports during the field season for the partners and sponsors detailing the program’s progress.
- Prepare schedules for summit coverage and special projects.
- Maintain, inventory, and acquire the program’s gear and equipment.
- Participate and assist with fundraising for the SSP.

### **Informal Education and Stewarding – 40%**

- Provide weekend summit coverage during the spring and fall seasons and two to four days per week in the summer season as a steward.
- Pursue public outreach through program presentations.
- Support and assist with school and community outreach programs as needed.
- Assist with ADK’s Leave No Trace educational efforts and Education Department objectives.

## **QUALIFICATIONS**

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### Basic:

- A passion for outdoor and environmental education and a commitment to the mission, values, and vision of the Adirondack Mountain Club
- Self-driven and comfortable working both independently and with a team
- Strong organizational skills and attention to detail to manage projects
- High level of competence in low-impact camping and backpacking
- High level of competence with managing staff
- Excellent verbal and written communication skills, public speaking, and outdoor leadership abilities.
- Willingness to work extended hours/days in the field while stewarding, including weekends
- Must be willing to work outdoors in inclement weather
- Ability to tolerate long hours of insects, and solitude
- Ability to navigate 10-15 miles by foot over rough terrain with heavy pack loads daily
- Experience with computers – Microsoft Suite
- A valid driver's license and ability to drive a large van.
- Current Wilderness First Responder certificate required or willingness to obtain.
- Strong people skills, with an ability to work with a wide variety of ages and experience levels.

### Preferred:

- 2 years of experience working in a backcountry setting.
- 2 years of experience in a leadership role managing staff
- Extensive experience hiking and backpacking, especially in the High Peaks Region of the Adirondacks
- Undergraduate degree in the natural sciences

- A strong knowledge of natural history (especially alpine botany), ecology, and the landscape of the Adirondacks
- Speaking knowledge of French

## **BENEFITS AND COMPENSATION**

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Reports to: Education Director

Supervises: Summit Stewards, Volunteer Summit Stewards

Classification: Full-time, non-exempt

Compensation: \$17.50/hour

Benefits: Paid vacation and holidays; matching contribution to 403b; health, vision and dental; paid certification in Wilderness First Responder (WFR); Leave No Trace Master Educator workshop; free ADK workshops, discounts on store merchandise and rental equipment.

## **ORGANIZATIONAL STATEMENT**

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As an organization, we appreciate a diverse set of skills and candidates eager and willing to grow and learn with our organization. As such, our job descriptions are general overviews, not a mandatory comprehensive list. If you feel passionate about our efforts and believe that you have the skills and aptitude to succeed in this role, we want to hear from you.

ADK affirms its commitment to equal employment opportunity for all individuals. Decisions about recruiting, hiring, training, promotions, compensation, benefits, and all similar employment matters are made in compliance with all federal, state and local laws and without regard to race, color, religion, gender, ethnic or national origin, age, physical or mental disability, sexual orientation, gender identity, familial status, military status or any other classification protected by federal or state law. Any discrimination in the workplace against persons protected by equal employment opportunity laws is illegal and against policy.