

## Green Mountain Club Volunteer Shelter Adopter



**Position Title:** Volunteer Shelter Adopter

**Department:** Field Programs

**Reports to:** Volunteer & Education Coordinator, Lorne Currier; Director of Field Programs, Keegan Tierney

**Type:** Regular, Flexible

**Application Deadline:** Open, as needed

### Job Purpose & Summary

Volunteer shelter adoption is essential for the maintenance of the over 70 overnight sites on the Long Trail System. Shelter adoption is the commitment by a GMC volunteer to perform regular, professional and complete maintenance trips to the designated overnight site. These maintenance trips are made at least three times per year or more often as required. Shelter adopters are responsible for the general upkeep and well-being of their assigned site and shelter adopters should become familiar and knowledgeable about their overnight site. Combined with staff caretakers, section volunteers and volunteer service trips, shelter adopters are essential for the well-being of overnight sites on the Long Trail System.

### Primary Duties & Responsibilities:

- Perform basic site maintenance which includes:
  1. Cleaning and completing minor maintenance on the shelter/tent platforms, bunks, windows, doors and outhouse
  2. Checking the foundation and sill logs for problems such as rot or carpenter ants
  3. Cleaning and maintaining the site's water supply and wash pit
  4. Supplying composting material to the privy and knocking the cone, as able
  5. Keeping paths around the site clear of vegetation
  6. Making an assessment of the condition of the structures and listing problems that need attention
  7. Maintain approved fire rings where allowed; dismantle unapproved fire rings and monitor firewood depletion
  8. Maintaining registers and site log books. Old registers and log books are to be removed and passed on to the GMC office to be properly archived.
  9. Reporting on signs that are missing inaccurate or damaged
- Perform a spring, summer and fall inspection with additional visits if the site receives heavy use.
- Submit shelter reports following each visit.
- As available, participate in the GMC's Adopter Skills Trainings.
- Report any major trail or shelter issues to the GMC Field Programs office.

### Shelter Adopter Qualifications

- Basic backcountry and hiking experience and familiarity with overnight site design
- Ability to travel and work independently in the woods
- Good communication skills, friendly and self-motivated
- Knowledge of Leave No Trace Outdoor Ethics
- Basic carpentry skills