

A climbing background is important in this position, but you certainly don't need to be a great climber to be hired for it. Use this part of the application to give us an idea of your background.

If you rock climb, please answer the following questions:

I have been rock climbing for _____ years, and in the past 12 months I rock climbed a total of approximately _____ days. I am comfortable following at a technical level of _____ and leading at a technical level of about _____.

If you ice climb, please answer the following:

I have been ice climbing for _____ years, and in the past two years I've spent about _____ days climbing routes on glaciated peaks and _____ days climbing water ice. (If you have climbed water ice, what NEI level have you followed: NEI _____ and led: NEI _____).

Please list a few of the climbs that have been most important to you, either as specific, individual achievements or as milestones in your development as a climber.

Peak:	Area:	Route:	Rating:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

What other outdoor skills and experience do you have (backpacking, kayaking, skiing, etc.)?

What computer skills do you have (word processing, database, spreadsheet, email, internet, etc.)?

Please include any other information about yourself that you feel would be relevant to this position.

Previous Employment:

Please list your last three jobs and the wages you received. Dates of employment can be approximate.

1. Company _____ Location _____
Job title or description _____
Duties: _____

Dates of employment

Wage \$ _____ per _____ (hour, day, week, etc.)

Can we contact this employer for a reference? Yes _____ No _____

If yes, person to contact _____ Phone _____

2. Company _____ Location _____
Job title or description _____
Duties: _____

Dates of employment _____

Wage \$ _____ per _____ (hour, day, week, etc.)

Can we contact this employer for a reference? Yes _____ No _____

If yes, person to contact _____ Phone _____

3. Company _____ Location _____
Job title or description _____
Duties: _____

Dates of employment _____

Wage \$ _____ per _____ (hour, day, week, etc.)

Can we contact this employer for a reference? Yes _____ No _____

If yes, person to contact _____ Phone _____

Please read the job prospectus carefully.

Please enclose your resume with this application.

We thank you for your application and look forward to giving it careful consideration.

AAI is an equal opportunity employer.

Prospectus for Mountaineering Equipment Management Positions at American Alpine Institute

Introduction to AAI

The American Alpine Institute is a mountaineering climbing school and guide service based in Bellingham and operating in six states and twelve countries. Working at the Institute are about twelve people in administration and equipment services, and about twenty-five guides. Though the Institute operates year round, the peak of activity is in the summer because of AAI's large North Cascades program as well as simultaneous operations in Alaska, Europe, and Bolivia. All programs are managed from Bellingham.

Over the years the Institute has played a major role in the American climbing industry. AAI guides have served as teachers and examiners in the American Mountain Guides Association's Certification Program, one of them is national chairman of the program, and AAI's director also served as president of the AMGA board of directors for six years. AAI is a member of the Outdoor Recreation Coalition of America and the Climbing Sports Group, and one AAI staff member has served as president of the former and chairman of the latter.

AAI has participated in ORCA's manufacturer's standards committee, and two AAI staffers are members who vote on ASTM standards for climbing equipment. One Institute staff member has served as chair of the National Summit Committee on Rescue and on the national steering committee of the NPS/USFS/BLM Leave No Trace program. In sum AAI is very involved with the issues, programs, and legislation that effect mountaineering and technical climbing.

AAI is a great place to work and provides opportunity to work with a very skilled and enthusiastic staff as well as with a well-educated, highly motivated, and very enjoyable clientele. The work at AAI involves a great deal of personal contact with colleagues and clients, and for those in equipment services, significant contact with all the major manufacturers and distributors in the climbing industry.

AAI's Equipment Services

Though the primary business of the American Alpine Institute is the teaching of climbing skills and the guiding of climbs and expeditions, the range of equipment services conducted at the Institute constitutes a very important part of the organization's overall business. Proper equipping of the guide service itself, assisting AAI's professional guides in keeping themselves outfitted, and skillful advising of clients on acquisition of the best possible gear for their programs, are all essential parts of the whole operation. In addition to acquiring gear for internal use by the Institute, AAI also has a small retail, mail order, and gear rental operation that helps get clients effectively equipped for their programs and which also contributes a margin to help pay for the non-income generating services of the equipment services division.

The retail operation began many years ago when many AAI clients, coming to the North Cascades for summer snow and ice climbing from throughout the country, were unable to equip themselves with suitable gear in their home area. Not surprisingly, warm clothing and foul weather gear disappears from retailers' shelves in many parts of the country just as the best snow and ice climbing begins in the Pacific Northwest.

The AAI equipment shop has also been serving client needs by being able to advise program participants very expertly on gear selection and by offering for sale and for rent what AAI has found to be the best gear in each product area. Whether they are selecting gear in person or over the phone with an AAI catalog in hand, the expert advice from AAI equipment personnel combined with an impeccably researched and carefully stocked inventory, assures clients of the opportunity to equip themselves appropriately before they begin their next climb or expedition.

The Institute has operated an equipment testing program since 1979, and in those 21 years the program has come to constitute one of the important roles that the company plays in the climbing industry. Its two primary goals are to provide consumers with objective evaluations of the equipment that they find in the marketplace and to provide manufacturers with objective evaluations and comparisons, which, if they choose, may be of use in modification of current products or design of future ones. The testing program is supervised by AAI's equipment manager and tests are conducted by a core group of guides. The manager may also be a tester depending on his or her background relevant to the gear and to practical issues related to season and best location for the testing.

When AAI finds a product to embody excellence of design and performance, the Institute grants use of its "Guides' Choice" award. This seal is designed to signify gear that is at the top of its product category and which is especially effective and functional for consumers. In sum, the equipment testing program assists the general public in selecting gear, assists manufacturers in design and function issues, and assures that the gear used and sold by the Institute is the best currently being manufactured.

In summary, Equipment Services staff members provide their service in three basic areas:

- the guide service and climbing school;
- the clients who climb with AAI; and
- the professional guides who work for the Institute.

That service is accomplished by:

- maintaining equipment for use in AAI programs (this includes racks and ropes, and on foreign trips, tents, stoves, etc.);
- maintaining a large rental inventory (provided to clients in person for North Cascades programs and through the mail for out-of-area programs);
- running a small retail shop for North Cascades clients and a small walk-in clientele;
- operating a mail order service.

Behind the success of all these services and are the knowledge, experience, and good judgment of the equipment staff and the ongoing research and testing of equipment carried out by the Institute.

Equipment Services Management

In recent years the AAI staff in equipment services has consisted of two managers who work full-time, year-round, and two or three equipment specialists who work full-time seasonally, from May through September. Management responsibilities include:

1. Oversight of the selection, ordering, inventory management, and sales of equipment in the retail and mail order shop
2. Oversight of the selection, stocking, and maintenance of equipment for the guide service
3. Oversight of the Guides' Choice equipment testing program
4. Advising of AA
5. Exact duties will vary between managers depending upon experience and level of interest.

It should also be noted that although AAI is considered to be one of the largest operations of its type in North America, it is nonetheless a small business, and even managers must not be afraid of or be above rudimentary, hands-on activity, be it dealing with a van maintenance problem, cleaning up the shop, or packaging and mailing out a gear order. As one would expect, when equipment specialists are on the job during the summer, as much routine activity as possible is delegated to them. But during the non-summer months, the equipment managers must handle all duties.

A good job has been done by our equipment staff over the years. The services provided to our clients have steadily become more sophisticated, the precision in running the shop has steadily increased, the catalog has been enlarged, the volume of sales and rentals handled by the same number of people has increased, and the testing program has been expanded. As well as it has been run, however, there still is significant room for expansion. The testing program alone, having already received significant national publicity, could become an even more important program. We would also like to expand our publications program, which relates both to the testing program and more generally to advice on equipment selection and use.

The Alpine Institute has been recognized by the media as the best all around climbing school and guide service in North America. The company is widely recognized and respected both by the public and the climbing industry, and the equipment services division has the opportunity both to take advantage of a great and, through its own valuable programs, make its own contributions to that good standing and high stature.