In preparation for the retirement of a key member of its senior management team, Mount Washington Observatory (MWO) has opened the search for its next Director of Summit Operations. **MWO will welcome applications for this position through June 15, 2012.**

### General Description
The primary responsibility of the Mount Washington Observatory (MWO) Director of Summit Operations is the operation of the organization’s legendary weather research station atop Mount Washington. The Director of Summit Operations also oversees the organization’s technological infrastructure, office technology, remote instrument sites and mountain transportation.

In partnership with the Director of Research, the Director of Summit Operations will execute on-mountain scientific research, conduct product tests, and fulfill research contract obligations. He/She is responsible for the training and scheduling of on-mountain staff, the methods by which weather observations are conducted, and the logistical support required to supply the mountaintop facility. All must be achieved with the safety of on-mountain personnel as a primary consideration.

This unique and complex position requires the utmost in flexibility, creativity, ingenuity and dedication. Given the extremely remote location of the weather station, the Director of Summit Operations must be an extremely capable problem-solver, willing to do whatever it takes to tackle operational issues as they arise, often without immediate access to proper supplies or materials. This position requires an individual capable of working in the outdoors, often in extremely adverse conditions. Mount Washington’s weather conditions are brutal and dangerous and must be respected at all times.

### Minimum Qualifications
- A minimum of a Bachelor’s degree in atmospheric, environmental, or other similar physical science is required, although meteorology is preferred. A Masters degree is not required, but it is highly preferred.
- Prior experience in managing at least five (5) personnel is required.
- Experience in developing and managing budgets in excess of $250,000 is required.
- Experience in grant-writing is desired.
- Familiarity with instrumentation is desired.

### Knowledge, Skills, Abilities and Personal Characteristics:
- All MWO employees that work frequently or exclusively at the summit weather research station must be in excellent physical condition and able to hike up or down the mountain in adverse weather conditions, in any season, in the event of an emergency.
- Computer literacy, including a thorough knowledge of Microsoft operating systems, Microsoft Office (Excel, Word, and PowerPoint, as a minimum). Familiarity with LabView, MYSQL, PHP, or other technical computing software is a plus.
• Ability to troubleshoot problems, using creativity and sound logic
• Ability to use common tools for repair projects
• Experience in the backcountry and ability to withstand severe wind, cold and precipitation
• Able to lift in excess of 50lbs, strength for shoveling, the ability to climb stairs and ladders, and must be able to handle frequent exposure to a combination of high winds and low temperatures
• METAR certification within six (6) months of acceptance of the position. Failure to achieve certification in this period may result in termination.

**Supervisory Responsibilities**
The Director of Summit Operations is responsible for managing three distinct functions of the MWO, overseeing and motivating several staff and volunteer positions.

1. Summit Operations: The Director of Summit Operations manages a team of six weather observers, as many as four seasonal interns and as many as two weekly volunteers. The weather station crew is divided into two separate teams (“shifts”), each with its own Shift Leader. Supervisory tasks are often delegated to the Shift Leaders, although the Director of Summit Operations is responsible for the hiring, training and evaluation of all weather station employees.

2. Transportation: As many as four part-time snow-tractor operators report to the Director of Summit Operations in the winter months, with some carry-over into the summer months.

3. Information Technology: The Information Technology Manager reports directly to the Director of Summit Operations.

**Application Deadline**
Please submit resume and three references to Executive Director Scot Henley at the address below by **June 15, 2012**. Email is preferred.

Scot Henley  
Executive Director  
Mount Washington Observatory  
P.O. Box 2310  
North Conway, NH 03860  
jobs@mountwashington.org

A complete job description is available by request.

**About Mount Washington Observatory**
Mount Washington Observatory advances knowledge and understanding of the natural systems that create earth’s weather and climate. This is achieved by operating its unique mountaintop weather station, collecting and analyzing weather data, performing scientific research, delivering educational programming, and interpreting the heritage of the Mount Washington region.

May 22, 2012