

Flathead Lake Biological Station

Summer Session Assistant 2026

Job Title:

Summer Session Assistant

Compensation:

\$10.85 per hour plus room and board (valued at \$3,100)

Dates:

June 03-August 14, 2026 (40 hours per week)

Position Description:

- Support and advocate for student safety at all times
- Safely drive classes in Flathead Lake Biological Station (FLBS) vehicles (SUVs and minivans)
- Prepare for class field trips, be responsible for sampling gear in the field and unpack upon return to FLBS
- Work with instructors and staff to organize and oversee equipment, schedules, and logistics
- Go with classes on overnight and day trips, act as a sweep on excursions to ensure all students and gear are accounted for
- Be a leader at the campground to cook meals for the group and to help students with their camping gear if needed
- Communicate effectively with Summer Session Program Manager, instructors, students, and staff
- Monitor compliance of Code of Conduct and Rules and Regulations
- Support student's personal and academic growth
- Assist with pre session tasks including organizing course materials/equipment, aid students upon their arrival, and attend orientations
- Assist with post session tasks including clean up and inventory of supplies
- Help with other tasks as needed
- *SSAs are not teaching assistants. The focus is on safety, logistics, and support NOT course content or instruction

Qualifications:

- Completion of at least 2 semesters each of biology, chemistry, environmental science, or equivalent
- Preference given to those who have demonstrated proficiency in laboratory instruction
- Strong organizational, critical thinking, time management and multi-tasking skills
- Ability to be proactive, resourceful, consistent and dependable
- Ability to communicate effectively with various groups and individuals

- Ability to work both in a team and independently
- Ability to manage and safeguard confidential information
- Knowledge of scientific supplies including lab and field gear
- Demonstrated leadership skills
- Ability to hike 10 or more miles a day in remote locations with field gear
- Ability to maintain a positive attitude, take initiative, and be self-motivating
- Must have a valid driver's license and a good driving record
- Current certification in CPR/first aid is preferred but not required

For more Information about the FLBS Summer Session program, please visit the link below:

<https://flbs.umt.edu/apps/education/default.aspx>

How to Apply:

University of Montana students:

Use Handshake, search for Flathead Lake Biological Station

Non-University of Montana Students:

Send a cover letter and resumé to Hannah Gerhard at summersession@flbs.umt.edu.

Deadline:

Applications will be received and reviewed on a rolling basis. The final application deadline is March 22, 2026.

Flathead Lake Biological Station

University of Montana

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(406) 872-4500

