



2022 Prospective Staff & Volunteer Information


www.holdenvillage.org

As you consider whether Holden Village is a good fit for you, review some key aspects of this unique wilderness community. The following information is designed to help you decide if the time is right for you to submit an application.

VISION

Holden Village cultivates a more just, sustainable, and compassionate world.

MISSION

Growing from the love of Christ, Holden Village is a courageous community that welcomes all people into the wilderness to form and renew their relationships with God, the earth, and each other.

VALUES

Holden is a gift and an invitation to build and practice community both within the Village and in the greater world.

We value ...

- our place in the wilderness that nurtures spiritual, emotional, and physical growth
- our Lutheran roots, which strengthen us to face the world with faith and good courage

- community-building through hospitality, dialogue, justice, liturgy, humor, solace, and wholeness
- our rhythms of Village life

We commit to be...

- a community in which daily life is meaningful
- a community that embraces the intellectual, spiritual, and emotional aspects of faith
- a community where questions are valued and encouraged
- a community that lives out its mission with joy, participating in the gracious love of God.

HOLDEN IS...

Living in Community: The commitment of each volunteer and employee to personal growth, common work, a spirit of hospitality, community building, and service to others is vital. These shared disciplines strengthen our sense of common purpose. Holden Village is a community rooted in Christian values, welcoming staff and guests of all spiritual, faith, and wisdom backgrounds. Spiritual curiosity is a key attribute needed to participate in Village life.

We commit to creating and maintaining a community of equity and inclusion. We do not tolerate harassment toward any person due to race, religion, ethnicity, gender identity, sexual orientation, age, physical condition, or any other status protected by law. In work, play, and conversation, in agreement, ambiguity, and disagreement – we offer ourselves to each other in mutual respect and forgiveness.

A Special Place to Live & Work: For more than 60 years, Holden volunteers and employees have served as the backbone of Holden Village, giving their time and talents to create this community of welcome. If you have a few weeks, months, or years to experience something new, Holden might be the place for you. Holden Village offers a variety of employment and volunteer positions with various time commitments. Each community member is key to creating a spirit of welcome, celebration, and hilarity in all aspects of Village life. Staff and volunteers support Holden's mission by helping the Village operate in their many work areas. Holden strives to offer reasonable rates to all who come here thanks to the dedicated staff, volunteers, and donors who give of their time and resources.

- **Short-Term positions** - require a minimum 2-week commitment. These positions receive room and board in exchange for their work, and additional benefits depending on the length of stay. Applications for short-term positions are accepted throughout the year and availability for each position varies.
- **Seasonal Head Volunteer positions** - leadership positions that require a 3-4 month commitment, typically between May and September. These positions receive room and board and \$350/month.

- **Long-Term positions** - require a minimum 1-year commitment. These positions receive \$550/month, room, board, insurance, and other benefits.
- **Employee positions** - require a minimum 2-year commitment. These positions receive \$19,800 - \$31,500/year, room, board, insurance, and other benefits.
- **Contractor positions** - Holden seeks local individuals to assist with skilled labor on-call. Contact staffing@holdenvillage.org if you live in the Pacific Northwest, and are interested in serving as a contractor.
- **Families** - Families with children 15 and under have the opportunity to work on short-term staff in the summer through our [Family Work Option](#). For families interested in being on staff for 1+ years, please first contact staffing@holdenvillage.org to inquire about this possibility. Housing for families is limited and capacity for families to serve on staff varies.
- **Half Work/Half Pay** - An option available only in the off-season (September-May) excluding the month of January and major holidays (Thanksgiving, Christmas, New Year's and President's Day). We ask for a minimum of 1 week stay for returning staff, and 2 weeks stay for new staff.

Wilderness Living: Holden Village is nestled in the Railroad Creek Valley on the north end of Lake Chelan. The multi-stage journey to Holden frames the arrival for all people coming as guests or to work. This travel includes a boat ride on Lake Chelan and a 12-mile bus ride from the dock at Lucerne up to the Village. The Glacier Peak Wilderness boundary is less than a mile west of the Village, so there are many beautiful hikes of varying levels right out our doors. Those who live and work at Holden stay in communal housing in one of the lodge buildings or small houses known as "chalets". Because of the remote location of Holden, living accommodations are modest, yet comfortable.

We respect those coming to Holden who seek to reduce connection to technology. Volunteers and employees have Wi-Fi access via satellite connection, available in private living spaces and offices. Guests do not have access to internet. To honor this unique wilderness setting, all Villagers commit to avoiding technological devices (phones and laptops) in public spaces.

A Community of Practice: Growing from the love of Christ, Holden Village is a courageous community that welcomes all people into the wilderness to form and renew their relationships with God, the earth, and each other. We appreciate the practices of collective prayer, shared action, and creating sacred spaces by gathering together, practicing together, and sharing common times of reflection, worship, and celebration. All are invited to collaborate in crafting our worship practices, telling our stories, and growing together. Holden is an active community of practice as we work, eat, and honor daily Sacred Space together.

Daily and Seasonal Rhythms: Since its inception, the rhythms of the Village have been shaped by the seasons, the coming and going of staff and guests, and the daily practices of

worship and gathering around meals. Holden Village, while set apart by its location, engages the challenges of the world. Holden is ever-changing, with a mix of people coming into the valley with their own stories and on their own journeys. People new to the Village are often surprised by the busy, bustling nature of daily life. Summer and winter programs differ greatly in their energy, and both provide wonderful opportunities to engage your passions and your creative and intellectual pursuits. Villagers work hard and find themselves with multiple recreational and extra-curricular opportunities in addition to their work commitments. Remember, too, that living and working in a retreat center bears little resemblance to being on retreat. Those who find most joy in serving here do so because they love to offer their gifts and time for the sake of others.

A Place Rich in its History:

Holden was a mining village until the mine closed in 1957. In 1960, Howe Sound Mining Company deeded the Village to the Lutheran Bible Institute in Seattle; programs began in 1962. The disruptions of mine clean-up in 2012-2015, forest fires, and the pandemic have been key events of the last decades. Holden reopened in 2021, and thousands of guests are now returning to the Village, most of whom come in the summer months and stay for about a week.

We respectfully acknowledge and honor these ancestral and traditional homelands of the Chelan, the Entiat, the P'Squosa, the Wenatchi-Colville and the Wenatchi-Yakama Tribal Nations. This Valley has existed for millennia, carved out by glaciers and defined by first people's stewardship. They are the ancestral stewards of the lands where we gather. And they are our neighbors today, living, loving, and working in this region.

We commit to resisting erasure of Indigenous histories, following Native leadership, and centering tribal voices.

Responsibilities, Expectations & Commitments

Assignments:

Work assignments are based on both your preference and Holden's needs. In some cases, you may be asked to work in an area that is not one of your choices because of the Village situation. Your willingness to serve where you are most needed is greatly appreciated!

Volunteers work approximately 36 hours per week in their assigned work area (or occasionally 2 half-time areas). Supervisors will establish daily work schedules and days off. Employees work 40 hours per week and some positions include "on-call" hours. Most positions work five days a week with two days off.

All staff and volunteers serve in a variety of roles supporting common Village life, which take approximately 4 hours per week. This includes dish teams, stewarding compost, recycling, and landfill waste ("Garbology"), and fire stoking rotations in the winter to maintain heat in the

boilers. Position responsibilities are scheduled around these tasks. While all staff and volunteers have specific positions and job descriptions, a primary part of everyone's role is to welcome and engage in hospitality with guests and each other.

Work During Holidays: Many guests visit Holden over Thanksgiving, Christmas, and other winter holidays. Because of the high volume of guests, all staff and volunteers are expected to remain and work in the Village during these holiday times. For a full list of these dates, contact the Staffing office. Additional individuals are often needed during these winter holidays, and these spots often fill early. Contact the staffing office as soon as you know you are interested in volunteering over a winter holiday.

Commitments: Each applicant is required to submit a signed copy of the Staff Agreement with their application, which includes the following commitments:

Growing from the love of Christ...

- As Villagers, we each commit to intentionally nurture our own spiritual lives and participate in the spiritual life of the community.
- We affirm and respect the uniqueness of each person's spiritual journey, and commit to supporting and learning from one another.
- We appreciate the practices of collective prayer, shared action, and creating sacred spaces by gathering together, practicing together, and sharing common times of reflection, worship, and celebration.

Courageous community that welcomes all people...

- Staff are expected to engage in Holden's traditions of hospitality including rhythms of welcome and farewell, the sharing of meals together and the practice of kindness and community care.
- Villagers commit to bravely engaging their full identities, and practicing inclusion of people of all class and economic status, races, religions, ages, disabilities, sexual orientation, gender identities, educational background. We also commit to engaging in community conversations around topics that are important to the life of the Village.
- Harassment, assault, or any community threatening behavior of any kind is not tolerated, will be addressed directly, and appropriate discipline applied.

Into the wilderness...

- Members of a small community in the wilderness need to practice flexibility and resilience. Each person bears responsibility for the care of others for daily needs and must be ready to respond in emergency situations.
- Positions are assigned prior to arrival and based on your preferences and the needs of the Village (approx. 36hrs/week). Flexibility is important both for you and for the Village; the lead staff person will coordinate your weekly schedule and you may be asked to shift positions to respond as needs in the Village change.

- All volunteers serve in a variety of roles supporting common Village life (approx. 4 hours/week). This “work of the Village” includes dish team, garbology, and winter stoking rotations, as well as additional roles, such as first response team, fire brigade, assisting at the Holden school, store inventory, etc. Position responsibilities are to be scheduled around these tasks. All are expected to attend staff meetings during their stay at Holden.

Form and renew relationships with God, the earth, and each other...

- We as a community care for the earth by limiting waste, conserving resources, recycling, and using clean energy whenever possible.
- We enter into relationships with each other prioritizing grace, curiosity, and compassion.
- We commit to practicing the repair of relationships in restorative ways.
- We commit to maintaining a safe environment. We do not tolerate the misuse, unauthorized, or illegal possession of any substance, alcohol, drugs, or firearms.
- Consume alcohol responsibly with awareness of yourself and others.
- No drinking of alcohol by persons under 21 or provision of alcohol to anyone under 21.
- No use or possession of illegal drugs (including marijuana).
- No possession or use of firearms, including those for hunting purposes.

Living in the Village: FAQs

Where will I live? Short-term volunteers can expect to be housed in a lodge with one or two roommates, with bathrooms down the hall. Long term volunteers and employees can expect to have their own room within a shared building with shared bathrooms. Families coming in the summertime as a part of Family Option can expect to be housed together in one room (a second room may be available for larger families or during times when there are extra vacant rooms in staff housing). You will receive your housing assignment when you arrive in the Village.

Can I bring my pets? Pets are not allowed at Holden Village for safety and health reasons. In accordance with ADA, service animals are permitted. Remember, veterinary care is far away.

What will I eat? Villagers share meals together in the Dining Hall. The Holden kitchen has a long history of preparing healthy, delicious foods. Holden serves a diet that emphasizes whole grains and legumes, fresh fruit and vegetables, nuts, seeds, dairy, and supplemented with ethically sourced meat products. Meals are served on a schedule. Some items, such as bread, cereal, and fruit, are available 24 hours a day. The kitchen staff does its best to accommodate food allergies and sensitivities, but cannot guarantee that any of our food is completely free from food allergens. You will be asked to communicate any dietary restrictions in your application, but if you have specific questions about what to expect related to your dietary need, please contact the Food Services Lead at: foodservice@holdenvillage.org. More information about the Holden Kitchen and food philosophy can be found [here](#). Additionally, staff housing includes a communal kitchen with fridge, oven, stove, and microwave for residents’ use.

How do I receive medical care?

Holden Village provides staff and guests basic first aid. Any illness or injury that requires care beyond first aid usually involves a trip to visit a medical provider in Chelan or Wenatchee (4 hours to 4 days away depending on season and weather). Emergency evacuations are provided when necessary. All staff and volunteers are responsible for their own medications and any medical supplies that are needed. While there is usually an RN or EMT on staff, we cannot guarantee having a licensed medical personnel onsite at all times. All people are welcome at Holden, but it is important that each person knows the limitations and challenges, and has a plan for their overall wellness (mental, physical, spiritual) and access to sufficient resources. Holden does not employ counseling and therapy services, but opportunities are available for spiritual direction and an Employee Assistance Program for mental health services is offered through insurance benefits.

How will I stay in touch with friends and family?

Satellite internet is available to all staff who commit to 3+ weeks. This also allows for Wi-Fi calling connectivity. If there is an emergency, Holden has an emergency number where a message can be left. Share [this link](#) with your family and friends in case they need to contact you while you're in the Village: A satellite phone is also available for limited outgoing calls—you will learn more information about this resource at Staff Orientation.

How will I get to Holden?

Because no through roads connect to Holden, there are only two ways to arrive in the Village: by boat or by foot. More information about how to get to Holden can be found [here](#). All staff are responsible for paying their travel costs to the Village.

Is Holden accessible to those with mobility limitations?

Most staff positions involve physical activities such as lifting, walking, and standing. In the winter months, some buildings are closed and access to all buildings is compromised by the considerable snowfall. In fair weather the rocky terrain and incomplete accessibility of most buildings pose great challenges for those with limited mobility. The Village is not wheelchair-accessible while snow is on the ground (mid-late October through mid-late May); traction devices for your shoes/boots and hiking/trekking poles can assist when walking on the packed snow paths between buildings. We are an equal employment opportunity employer, and provide reasonable accommodations to qualified candidates with a known protected disability assuming the accommodation does not cause undue hardship or direct threat to health and safety.

Benefits and Compensation

Holden Village is enriched by the diversity of volunteers and employees. Benefits are offered to support the wellbeing of volunteers. Some benefits (medical, dental, vision, Employee Assistance

Program) are determined by length of service. Some staff choose to defer their student loans while at Holden Village.

Education & Recreation Opportunities: Opportunities for growth and learning are available to all staff through Holden's acclaimed teaching sessions and art and pottery studio access. You will also have access to incredible outdoor recreation opportunities including: hiking, fishing, climbing, skiing, and backpacking. The Hike Haus offers some basic outdoor recreation gear to check out for free.

Housing: Room and Board is provided at no cost for all staff.

Parking: All staff receive free parking at Fields Point Landing (one of two places the Lady of the Lake ferry stops to pick up passengers for the trip up Lake Chelan). Fields Point Landing parking lot is operated by Holden Village staff and the parking area is secured nightly with a locked gate.

Out Days: Personal days out of the Village are available to staff committed for two months or more. These days are provided to keep Village residents healthy, connected to loved ones, and to give time for keeping up on personal business and other tasks. Personal out days can be used for doctor visits, job interviews, and personal time. Boat tickets are provided on a pro-rated basis for volunteers committed to four months or more to enable regular outs. The number of tickets is determined by length of commitment. November through April Holden provides transport to the ferry three times per week. If there is a snowstorm or the road is blocked by an avalanche, it is possible that it could be a few days before you have the ability to be transported out of the Village.

Visit Days: Friends and Family Days are available to staff and volunteers who make a commitment of at least four months. Staff can use friends and family days to invite visitors at no charge. Restrictions apply during peak guest times, including summer and holidays (Thanksgiving, Christmas, etc.), All reservations must be made through Registration in advance of the visit. Contact registrar@holdenvillage.org for a full list of block out dates during which Friends and Family days are not available.

Compensation: Pay or stipend vary by position and duration of service. Position descriptions on the [Holden Job Board](#) provide specific details for each position.

APPLICATION PROCESS

Each applicant must complete the following documents:

1. **Application Forms:** Email to: staffing@holdenvillage.org

- [Staff Application](#)
- [Release Waiver & Code of Conduct](#);
- [Staff Agreement](#)
- **Resume** (*Only If applying for a Summer Seasonal Head, Long-Term or Employee position*)
- [FCRA Disclosure Form](#) (*Only If applying for a Summer Seasonal Head, Long-Term or Employee position*)

2. **Medical Form:** Email to medic@holdenvillage.org for each adult and child:

- [Heath & Wellness Form](#)

3. **Reference Forms:** Send the reference form to the individuals you listed in your application. Ask them to either email their completed form to: staffing@holdenvillage.org to or mail the paper form to Staffing, HCO Box 2 Chelan, WA 98816.

- [Reference Form](#)

To help ensure the safety of children at Holden Village, the Child Safety training through Protect My Ministry will be required of all staff, upon starting.

COVID-19 Requirements: Holden Village carefully follows federal, state, and local guidance for maintaining health and wellness throughout the COVID-19 pandemic. All guests and staff must be fully vaccinated against COVID-19. All staff must also be up to date with boosters before arriving and follow Holden Village's COVID protocols. Please read more about our [Community Health Protocols and Practices](#).

Application Essays: We want to get to know you! Much thought and consideration is put into finding the right fit for staff in the Village. The more information you provide in your application regarding your skills, interests, and experience, the better we are able to match you with Holden's needs.

Availability: Short-term positions vary between seasons. The majority of short-term opportunities and the greatest variety are available from May to October. Open dates are listed and updated on the website for long-term and Seasonal positions. These dates are estimated and subject to change. Because openings arise as staff depart, a position may not be open at the time you hope to arrive. List the positions you are most interested in, as well as the positions open which correspond with your potential arrival dates.

When and how will I hear from you?

Holden begins to process your application only after all pieces of the application have been received by the Staffing office, including references. To learn the status of your application, contact the Staffing office. Accepted applicants will receive an e-mail letter of invitation, more information regarding dates of service, job descriptions, and additional information on living in

the Village and Holden's benefits. Please let us know if you prefer a method of communication other than e-mail. The minimum time from receipt of all your materials to a decision is about 3-4 weeks, though the process sometimes takes much longer. We encourage you to check in on the process by emailing the staff coordinators.

Thank you for considering working and volunteering at Holden Village!
If you have any questions during this process please feel free to contact
staffing@holdenvillage.org.