

WINDIGO

Base Camp captain & Crew Manager

We are looking for a dynamic, resourceful, and compassionate individual to manage our base camp in Western Canada, the logistical hub of our summer operations and home to our guides during the high season.

The base camp manager ensures that the staff accommodation remains welcoming, functional, and harmonious—a place where organization, good humor, and collaboration come together.

He or she acts as a point of contact for our guides on site and helps maintain a strong sense of cohesion within the group.

Your main responsibilities as Camp Captain

- Manage the day-to-day running of the base camp (logistics, maintenance, supplies, space coordination).
- Ensure harmonious cohabitation among guides: respect for community rules, participation in household chores, maintaining cleanliness and respect for the premises.
- Act as a point of contact for guides and the operations management team: report needs, resolve conflicts, and promote a positive atmosphere.
- Support logistics operations (overview of the operational plan for Western Canada, transfers, arrival and departure of guides).
- Contribute to equipment maintenance and vehicle management as needed.
- Participate in base camp life and maintain a friendly and motivating atmosphere throughout the season.
- Be a leader and source of ideas when recruiting last-minute guides.
- Actively participate in the onboarding of guides.
- Support guides with your knowledge of the destination.
- Hold individual meetings at the end of the season with each guide to evaluate their performance during the season.

Your profile

- Significant experience in outdoor activities, team management, and travel logistics.
- Knowledge of the guiding profession and field conditions.
- Ability to put the professional approach of guides into perspective and highlight their potential for growth within the company.
- Excellent knowledge of Western Canada (roads, parks, main sightseeing, trails, local realities, activities).
- Strong interpersonal skills: listening, motivating, and, when necessary, tactfully refocusing.
- Resourceful, organized, and solution oriented.
- Comfortable addressing sensitive issues and enforcing rules.
- Bilingual in French and English, both spoken and written.
- Warm, communicative personality, ability to connect and create a great team atmosphere!
- Excellent use of Excel and ability to implement monitoring processes.

What we offer

- On-site accommodation at our base camp surrounded by nature.
- A unique human experience in the heart of Western Canada.
- A key role in the smooth running of our operations.
- A friendly and inspiring work environment.
- Salary based on experience.

Location: Southwest Calgary (30 minutes by car from downtown)

Want to join the adventure?

Send us your resume and a short letter explaining why you are the ideal person for this role to rh@windigo.travel

We look forward to meeting you! 