



**Associated Students of Western Washington University**

AS Outdoor Center

AS Challenge Program Facilitator

**About the Position**

The purpose of the Challenge Course is to provide opportunities for the development and practice of individual and team skills through experiential activities. The Challenge Course experience is designed to be a fun and safe forum for exploring issues of personal behavior and group interaction.

The Challenge Program Facilitator will be responsible for a variety of tasks that focus around leading group programs on the Challenge Course.

**Position Classification**

The Challenge Program Facilitator teaches and directs Experiential Education activities for the Challenge Program both in the classroom and at the Lakewood Challenge Course. Duties include the proper setup of elements, leading team-building initiatives, framing programs in a meaningful and creative way, de-briefing during and after programs, maintaining a positive attitude, practicing inclusivity with diverse populations, and ensuring the safety and individual comfort of the participants.

**About the Department**

The purpose of the Associated Students Outdoor Center is to enhance opportunities for members of Western's community to involve themselves in outdoor recreation activities. The Outdoor Center provides a spectrum of programs, resources and services to enable the students, faculty, staff and Alumni Association members to safely participate in a variety of activities, develop and refine skills, practice environmental responsibility, and interact with each other and members of the community.

The Associated Students Challenge Course exists to aid in the development of group dynamics, provide leadership skills, and effective communication skills while helping the groups identify and reach their collective goals. This is accomplished through tailored group activities on Western's campus and at the Lakewood Challenge Course. Our knowledgeable facilitators are trained in leadership, risk management, group dynamics and challenge course industry standards.

**Terms of Position**

The course facilitator is an on-call commitment. Facilitators sign up for work assignments by e-mail, when they are available. Most programs are scheduled for Spring and Summer quarters, most frequently on weekends. However, this is flexible as the Challenge Program operates through Fall and Winter quarters, and date and time commitments are largely based on client preference, so having open availability is a plus. The facilitator must be available for course safety meetings and required trainings. If mandatory meetings are missed, facilitators will lose priority when being chosen to facilitate programs.

Mandatory Low Rope Challenge Training is a two-day paid program spanning one weekend, and Mandatory High Rope Challenge Training is a four-day paid program spanning two consecutive weekends.

### **AS Employment Qualifications**

- o Maintain a minimum credit load throughout term of position of 6 credits for undergraduates and 4 credits for graduates,
- o Maintain a minimum of a 2.00 cumulative grade point average,
- o Ability to complete all required trainings prior to facilitating.

### **Required Qualifications**

- o Age 18 or over
- o CPR/First Aid Certified
- o Outgoing interpersonal skills
- o Flexible schedule (particularly weekends)
- o Willingness to complete site-specific Low and High Course Trainings
- o Strong leadership skills and a positive attitude

### **Preferred Qualifications**

- o Previous experience in challenge facilitation
- o ACCT Level 1 or higher challenge facilitation certification
- o Experience working with diverse groups in a recreational setting
- o Summer camp counseling experience
- o Outdoor school counseling experience
- o Experiential education experience
- o Experience working with children/teens
- o Driver's license/ own mode of transportation to programs

**Challenge Program Senior Facilitator status requires 50+ logged facilitation hours, to be verified by the Challenge Program Coordinator.**

### **Position Responsibilities**

- o Complete all mandatory course trainings and evaluations,
- o Proper set up/take down of low and high elements.

- o Effectively perform safety checks on equipment, including: cables, ropes, helmets, hardware, harnesses, and any other related equipment used on the course,
- o Effectively perform pre-use/post-use inspections of the course and elements,
- o Manage equipment, course, and groups throughout each program in a safe and effective manner.
- o Plan, organize, and lead group activities. Includes appropriate sequencing of activities accompanied by intentional metaphors that will help groups reach their specified goals for the program.
- o Teach and demonstrate safety expectations to participants for each element,
- o Teach and demonstrate adaptations/ a spectrum of modes of participation for each element.
- o Assess each group and individual participant's needs, and differentiate facilitation as needed.
- o Effectively collaborate with other facilitators in planning and facilitating,
- o Inventory supplies and equipment during the opening and closing of the course,
- o Memorize and carry out emergency procedures as defined by the Challenge Program,
- o Fill out mandatory course paperwork and bring to the Challenge Program Administrative Coordinator after each program date,
- o Check email and respond to all messages from the Challenge Program Course Coordinator in a timely and professional manner.

### **Classification and Pay**

### **Reportage**

This position reports directly to the Challenge Program Course Coordinator.