

Outdoor Center Trip Leader

Outdoor Center | \$140-\$160 a day | Avg 1-5 days per quarter Summer Quarter
5-15 days | Minimum 4 Quarters

Start Date: Winter Quarter

End Date: Fall Quarter

To apply for this position reply to the email address provided in the supplementary information

ABOUT THE OFFICE

The purpose of the Outdoor Center (OC) is to enhance opportunities for students and members of Western's community to engage in outdoor recreation activities. The OC provides a spectrum of programs, resources, and services to enable students, faculty and staff to safely participate in a variety of outdoor activities, develop and refine leadership skills, practice environmental responsibility, and build community.

ABOUT THE POSITION

Trip Leaders are responsible for leading a variety of outdoor activities through Viking Outdoor Recreation. This is an introductory position and individuals of all skill levels are encouraged to apply. Examples include hiking, backpacking, biking, kayaking, climbing, camping, and other activities. Comprehensive training will be provided to help you fulfill this position.

POSITION RESPONSIBILITIES

- Help to Plan, Prepare, Propose & Promote OC Trips
- Lead Outdoor Center related activities: Western Outdoor Orientation Trips, On-Campus Events, Partnership Trips, Tabling, Weekend and Adventure Breaks
- Operating motor vehicles
- Effective management of physical and emotional risk during outdoor activities
- Clear communication and feedback (giving and receiving) within the OC community
- Clean, return, maintain, and fix (if needed) all gear used during program
- Foster a positive trip environment among participants and staff
- Engage students, staff, and faculty in the beneficial aspects of nature and recreation
- Commitment to continued development of outdoor leadership skills through on-going training opportunities
- Actively seeking out and providing mentorship within Viking Outdoor Recreation

REQUIRED QUALIFICATIONS

- Commitment to engaging in Justice, Diversity, Equity and Inclusion learning and application.
- Maintain a minimum credit load during full term of position:
 - Undergrad: 6 credits
 - Grad: 4 credits
- Maintain a minimum of 2.0 GPA.
- Ability to complete entire term of position.
- Must be ≥18 years of age
- At time of hiring, be eligible for employment in the U.S.
- Ability to attend ALL trainings

PREFERRED QUALIFICATIONS

- Ability to work independently and responsibly
- Ability to be flexible and take initiative to complete your position responsibilities
- Willingness to learn and grow through active feedback
- Ability to identify and work towards removing inequities, barriers to access, and forms of oppression that may be present in the programming or services related to Outdoor Recreation
- Strong interpersonal and team building skills
- Desires, or possesses, knowledge and skills in safe trip planning, and practices of outdoor activities (i.e. backpacking, sea kayaking, mountaineering, rock climbing, canoeing, etc.).
- Ability to work within deadlines
- Strong problem-solving skills
- Ability to switch between roles as an Educator, Student, Instructor, and Friend
- Ability to work outside of standard business hours, weekends and holidays
- Possess valid driver's license

Western Washington University (WWU) is an equal opportunity and affirmative action employer committed to assembling a diverse, broadly trained faculty and staff. Women, minorities, people with disabilities and veterans are strongly encouraged to apply. In compliance with applicable laws and in furtherance of its commitment to fostering an environment that welcomes and embraces diversity, WWU does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information in its programs or activities, including employment, admissions, and educational programs. See WWU's Policy on [Ensuring Equal Opportunity and Prohibiting Discrimination and Retaliation](#). Inquiries may be directed to the Office of Civil Rights and Title IX Compliance, Title IX and ADA Coordinator, Western Washington University, Old Main 345 (MS 9021), 516 High Street, Bellingham, WA 98225; 360.650.3307 (voice) or 711 (Washington Relay); crtc@wwu.edu

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Annual Security and Fire Safety Report: This report is provided pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("The Clery Act"). It includes statistics for the previous three calendar years concerning reported crimes that occurred on Western's campus; in certain off-campus buildings or property owned or controlled by Western; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report in printed or alternate formats by contacting the Office of the Vice President for Enrollment and Student Services at vpsa.office@wwu.edu. The report can be found at: [Annual Security and Fire Safety Report](#).

All new employees must comply with the immunization policy and show employment eligibility verification as required by the U.S. Citizen and Immigration Service before beginning work at WWU. A thorough background check will be conducted on all new hires.