

Outdoor Adventure Program Assistant Trip Leader Job Description



The Outdoor Adventure Program (OAP) is a new program run through the Department of Recreational Sports that organizes trips, events, clinics, and more with an outdoor adventure theme. Goals of the program include increasing participants' appreciation and protection of natural resources as well as opportunities for personal exploration, growth and leadership development through their participation in outdoor activities.

Assistant Trip Leaders Responsibilities:

- Ability to co-lead, plan, prepare, implement, evaluate and clean up for outdoor adventure trips ranging from half day to week long trips.
- Assist in hosting 1-2 clinics per semester for the ODU community in order to teach outdoor skills and facilitate positive group interaction.
- Attend trip leader trainings and participate in outdoor skill research and presentations.
- Adhere to Leave No Trace principles during all programs and educate participants.
- Promote OAP and present it in a positive way.
- Responsible for participants' emotional and physical safety.
- Provide first aid/health care if necessary on trips.
- Drive large passenger van vehicle to trip destination.
- Provide excellent customer service; be courteous and eloquent at all the times.
- Attend all staff meetings, seminars and trainings as requested.
- Work in close collaboration with OAP Coordinator and OAP Graduate Assistant to accomplish OAP's and the Recreational Sports mission.

Assistant Trip Leaders Qualifications:

- Strong leadership and organization skills.
- Outdoor experience in one or more of the following activities: kayaking, canoeing, backpacking, camping, skiing/snowboarding, rock climbing, surfing, or mountain biking.
- Technical knowledge of outdoor equipment and activities.
- Current driver's license and excellent driving record.
- First Aid, and CPR certification or ability to obtain one within 1 month of hire.
- Ability to maintain high academic standards with a minimum of 2.0 GPA for Undergraduates/ 3.0 GPA for Graduates.
- Ability to work effectively and efficiently with limited supervision.
- Ability to communicate effectively through written and verbal means.
- Willingness to make a one or two year commitment to the OAP including work on weekends, in the evenings, and school breaks.
- Positive work ethics including respect, ready to help out, committed to providing the highest quality programs possible and have a welcoming attitude.

Please submit a complete application package to the Recreational Sports Department and keep this job description for your records. All application materials should be submitted to bnemeth@odu.edu or:

Attention: OAP
1015 W 47th Street
Norfolk, VA, 23529

Please contact the Outdoor Adventure Program at (757) 683-3389 if you have any questions.