

***Job Title: Winter Trip Leader***

***Position Type: Part time, Non-exempt***

***Salary: Hourly \$10-13***

***Location: National Ability Center Ranch, Salt Lake City, Utah***

***Supervisor: Salt Lake Program Manager***

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### ***Job Summary***

NAC's Splore programs provides outdoor adventures throughout the state of Utah for people with disabilities and disadvantages. NAC's Splore programs include outdoor/indoor rock climbing, canoeing, snowshoeing, cross country skiing and overnight trips. Trip Leaders must possess exceptional customer service, group facilitation, risk management, public speaking, and leadership skills.

### ***Major Tasks and Responsibilities***

#### Trip Leadership

- Lead trips, facilitate large and small groups, teach technical skills, and ensure risk management
- Supervise and mentor support staff, interns and volunteers on trips
- Assist in the execution of guide and volunteer trainings

#### Equipment & Vehicles

- Organize, maintain, and repair equipment
- Drive 15 passenger vans, large trucks and trailers

#### Administrative

- Assist in trip planning and adaptations
- Assist with office projects.
- Assist with outreach and special events
- Give and receive feedback to co-workers and other staff
- Participate fully as a member of the National Ability Center staff team.
- Comply with National Ability Center safety and health policies and procedures.
- Other duties as identified.

### ***Required Knowledge and Qualifications***

- Current WFA and CPR certification (**minimum**)
- 2 year of experience leading groups in an outdoor setting.
- Able to commit to a **4/5 month** position
  - Winter season is January – April
  - Summer season is April – October

- 21 years old with a current driver's license and clean driving record
- Experience working with people with disabilities (**preferred**)
- Outgoing personality, ability to have fun and build rapport in a short period of time with a diverse groups of people
- Excellent communication and facilitation abilities
- Physical ability to participate in recreation activities for 5+ hours, including loading and unloading gear
- Ability to work Saturdays and weekends
- Ability to obtain Food Handlers Permit
- Able to drive personal vehicle
  - Will be asked for Staff and gear transport on:
- Technical Skills
  - Winter
    - Cross-country Skiing & Snowshoeing
    - Prior experience in the last 3 years
    - Yurt or winter camping experience (preferred)
- Bachelor's degree or equivalent experience.
- Ability to organize and manage multiple priorities.
- Demonstrated ability to work productively and collaboratively within a team.
- Flexible with a strong work ethic and an entrepreneurial spirit to accommodate multiple responsibilities and shifting priorities.
- Ability to work well with others and motivate people.
- Demonstrated history of responsibility, dependability, and maturity.
- Ability to positively receive and provide job coaching for personal development.
- Ability to work occasional weekend days and evenings.
- Commitment to a positive, fun and team-oriented working environment.

## **Benefits**

*Refer to National Ability Center Employee Handbook for specific details.*