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## PARK CAMPS — JOB DESCRIPTION CHALLENGE COURSE SUPERVISOR

### POSITION OVERVIEW:

The Challenge Course supervisor's primary responsibilities are to ensure the safety of all participants on the Challenge Course, that all course facilitators follow standard operating practices and local operating procedures, perform their role in a safe manner, and ensure that junior challenge facilitators understand and meet expectations for professionalism and conduct.

Each day, the course supervisor will hold a facilitator meeting that identifies the day's visiting dens, outline the games and course elements that will be used, review their associated manageable risks, oversee the setup of those elements, personally inspect all connections and knots/back up knots before use, ensure that belayer anchors are in place for lighter belayers, follow inclement weather procedures, and rotate through active elements checking for good belaying practices, verbal command use, spotting techniques, group management, and other local operating procedures.

S/he will display good judgment, flexibility, patience, and the ability to manage multiple projects at the same time. At all times, the Challenge Course supervisor is empowered to immediately and incontrovertibly cease all activity on the Challenge Course until s/he determines recommence is appropriate and safe.

The supervisor reports directly to the course director all instances of practices and events outside normal or expected operating procedures, including any "near misses." Injuries of any kind are reported to the course director and school nurse. The supervisor will execute the emergency procedure plan in the event of major injury, severe weather, or campus intruder. S/he will often work independently, but must also be comfortable leading groups. S/he reports directly to, and is under the supervision of, the Appalachian Challenge course director.

On a day-to-day basis, the course supervisor performs a wide variety of tasks, including risk management, low and high ropes inspections for maintenance, spot checks for performance standards, trail/woods floor maintenance, removal of dead limbs and debris, initiating or responding to high element rescues or medical emergencies, assisting other staff, and administrative tasks such as recordkeeping, daily planning, monitoring, and participation in regular team meetings, etc.

## QUALIFICATIONS:

Age 18 or older

Education: High School diploma or G.E.D. required; college degree preferred. Course work in adventure education strongly desired.

Minimum 150 hours of facilitation on Park School's Challenge Course or comparable equivalent at peer institution.

Satisfactory outcome of a State of Maryland-Child Protective Services Clearance Request and a criminal background check.

Must be available Monday through Friday, June 19-August 2, 2019. In addition, must attend orientation and planning and mentoring meetings (times TBA).

Experience with setting activity staffing schedules, morning organizational meetings, and weekly goals for client experience.

## PROFESSIONAL EXPERIENCE:

Completion of Park School Challenge Leadership I-2, and six seasons leadership experience highly preferred, or similar work at a comparable facility, including at least three seasons as a group facilitator and at least one season training under the supervision of the challenge course manager.

## ADDITIONAL SKILLS:

Strong verbal and written communication skills; well-developed interpersonal and organizational skills; intermediate computer skills including proficiency in Google Docs, Excel, and Outlook.

## CERTIFICATIONS:

ACCT Level I certification or the ability to obtain Level I certification is required. ACCT Level II or CCM certification is desirable. Coursework or certification in adventure programming skills and practice.

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