



## Girl Scouts of Central Maryland Position Description

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<b>Title:</b>	Outdoor Adventure Facilitator
<b>Unit/Department:</b>	Membership, Volunteerism and Programs - Outdoor
<b>Reports to:</b>	Outdoor Program Specialist/ Program Manager
<b>Hours:</b>	Part-Time (Evenings and Weekends)
<b>Starting Salary:</b>	Pay per day based on Facilitator Trainer level

**Position Summary:** The Outdoor Adventure Facilitator is a part-time position responsible for facilitating outdoor adventure activity(s) (archery, rock wall, low/high ropes, canoeing, and/or kayaking) for Council Events, Girl Scout groups and/or outside groups after school and on weekends at Girl Scout sites.

### **Essential Duties and Responsibilities:**

- Works in partnership with Council Program Team and Outdoor Program to facilitate safe, challenging and age appropriate adventure programming.
- Conducts outdoor adventure programs in trained area of archery, rock wall, low/high ropes, canoeing, and/or kayaking.
- Participates in enrichment trainings for paddle sports, archery, rock wall facilitation and ropes course on a continual basis.
- Inspects all equipment and environmental surroundings thorough safety check before participant use.
- Promotes progression in activities matched to ability and interests of participants.
- Makes sure paper work is completed and submitted after each program.
- Communicates with Outdoor Program Specialist about any maintenance, equipment replacement needs or any questions in a timely manner.
- Ensures that participants are dressed appropriately and receive proper safety training prior to use of equipment.
- Keeps portfolio hours and reports hours to Outdoor Program Specialist to keep portfolio up to date.
- Implements the current standards of manual, safety activity checkpoints and volunteer essentials.
- Ensures that all activities meet GSUSA ***Volunteer Essentials*** and ***Safety Activity Checkpoint*** standards as well as council policies and activity guidelines.
- Provides good customer service and a positive face of camp, greeting and welcoming all girls and volunteers and ensuring every participant has a clear understanding of what they will be doing for the program.

### **Skills, Education and/or Relevant Experience:**

- Must be/become a registered member of Girl Scouts and successfully pass a background check
- Incumbent must have reliable transportation and possess a valid driver's license and proof of insurance.
- Experience working with youth and passionate about developing girls into leaders.

- Must possess the ability to work with girls in a large group setting and be able to apply critical thinking, use of good judgment, and make positive decisions.
- Skills/experience/training/certification or willingness to obtain through GSCM in following areas: rock wall, low ropes, high ropes, canoeing, kayaking, archery, and/or other.
- Excellent problem solving and conflict resolution skills required.
- Successful candidate will be culturally sensitive and possess the ability to work productively with diversified groups of people.
- Ability to facilitate and work with a wide range of diverse youth and adults.
- Must be at least 16 years of age to assist and 18 years of age to lead programs.
- Certification in CPR & First Aid required

**Important Note:**

The information contained in this job description is intended to outline the general nature and scope of work being performed by an employee assigned to this position. It is not intended to be construed as a contract, or as an exhaustive list of all responsibilities, duties and capabilities required of a person employed in this capacity. Job descriptions are subject to change at the discretion of the Girl Scouts of Central Maryland. Girl Scouts of Central Maryland is an EOE Employer.

Staff Signature: \_\_\_\_\_

October 2018