



Recreational Sports Outdoor Recreation Center Intern

Dates of Employment: August 15, 2009 (start date flexible) – August 15, 2010

Location: The Outdoor Recreation Center (ORC) at Colorado School of Mines located in Golden, Colorado. Golden is located in the Front Range of the Rocky Mountains and is just a short drive from Denver and Boulder. Golden is home to a kayak course, multiple rock and ice climbing locations, and several hiking and biking trails that are within walking/biking distance of campus. With more than 300 days of sunshine a year Golden is an ideal location to program year-round outdoor recreation activities.

Program Description: The purpose of the Outdoor Recreation Center is to provide outdoor recreational opportunities and resources for the members of the Colorado School of Mines community. The Outdoor Recreation Center facilitates events that include: hiking, camping, biking, caving, skiing/snowboarding, rock and ice climbing, canyoneering, mountaineering, snowshoeing, avalanche training, whitewater boating, and much more. The Outdoor Recreation Center is located in a brand new state of the art facility that has been in operation less than one year. The facility includes a 4,000 sq. ft. climbing wall, a trip planning room, a resource room, a bike and ski shop as well as rental and storage facilities. Finally, there is a nine foot tall free standing boulder outside of the Outdoor Recreation Center.

General Description: The Outdoor Recreation Center Intern will assist the Director in managing the daily operations of a collegiate outdoor recreation facility. The Intern serves as a Manager-On-Duty for the Student Recreation Center on a rotational basis.

Specific Job Responsibilities: Assist with planning and developing programs and policies, organizing activities, and administrating all aspects of the Outdoor Recreation Center (ORC). Additional responsibilities will include: assisting with the supervision of the rental program, the bike, ski and snowboard shop, the climbing wall, and the trip programs as well as special events. Additional contributions will include: assisting with the implementation of a creative marketing plan, budget analysis, and management of all expenditures and generation of revenue for all ORC programs; recruiting, hiring, training, supervising, scheduling and evaluating student staff; developing, executing and evaluating day, weekend and weeklong trips. The intern will also instruct a variety of short classes and workshops on a variety of topics.

Qualifications: Previous outdoor recreation experience is required. Experience leading groups in the backcountry is required. Applicants must be dedicated, motivated, self-directed individuals with a strong work ethic and outstanding leadership skills. Applicants must demonstrate good judgment and decision-making abilities. Applicants must possess a positive attitude, well developed teaching abilities, exceptional customer service skills and superior communication skills. Applicants must have a valid driver's license and proof of medical insurance at the time of employment.

Preference will be given to applicants who possess the following experience or certifications:

- ◆ Experience with other institutions or colleges (NOLS, Outward Bound, American Alpine Institution, Wilderness Education Association etc.)
- ◆ Experience with bike and/or ski maintenance
- ◆ Wilderness First Aid (WFA) or Wilderness First Responder (WFR)
- ◆ Current CPR
- ◆ Completion of an Avalanche Level One course

Note: Applicants who do not currently hold one or more of these certifications must be willing to acquire them in a timely fashion after hire at some cost to the applicant.

Mines is an EEO/AA employer and is committed to enhancing the diversity of its campus community. Women, minorities, veterans, and individuals with disabilities are encouraged to apply.

Employment with Mines is contingent upon the satisfactory completion of a background investigation.



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Education: Completion of college level educational training in subjects related to outdoor recreation or administration is required. A Bachelor/Masters degree in Outdoor Recreation or a related field is highly desirable.

Work Hours: 40 hrs. /week

Pay Levels: \$7.28 /hr.

Benefits: The Outdoor Recreation Center offers numerous opportunities for leadership training, personal/professional development, and recreational activities. The ORC also offers staff discounts on the purchase of equipment and outdoor clothing. ORC staff members are able to use all of the center's resources including rental equipment, attend ORC trips, workshops and events at no cost (some exceptions). Furthermore, some funds may be available to supplement the cost of obtaining certifications and trainings. The ORC Intern receives a free year's membership to the Student Recreation Center.

Contact: For more information, please contact Rob Thompson, Director of the Outdoor Recreation Center at 303-273-3907, rbthomps@mines.edu. To learn more about the ORC check out the website at www.mines.edu/stu_life/recsports/morc.

To Apply: Interested individuals should submit a cover letter addressing each of the qualifications, resume, and the names and contact information of three professional references to:

Rob Thompson
Director of the Outdoor Recreation Center
Colorado School of Mines
1500 Illinois St.
Golden, CO 80401
rbthomps@mines.edu

Review of applications will begin on July 27, 2009.

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