



APPALACHIAN STATE UNIVERSITY
University Recreation (UREC)
Trip Staff

Trip Staff is primarily responsible for providing a safe, inclusive and welcoming environment for all participants on trips. UREC places emphasis on educating participants on the specific outdoor activity in which they are participating. Trip leaders are responsible for providing an environment that welcomes all participants: beginner to expert. UREC seeks staff who possess knowledge and experience in a variety of outdoor recreation activities. Some of these activities include, but not limited to; Bouldering, day hiking to multi-day backpacking, canoeing, whitewater paddling, top rope rock climbing, stand-up paddle boarding (SUP), and caving. UREC seeks those who exhibit an outgoing and friendly personality with commitment to learning and teaching. Equipment maintenance and cleaning procedures will be conducted after each trip. Trip staff will be required to participate in an Intro to Outdoor Programs weeklong trip prior to employment. The staff progression will vary based on prior experience and certifications.

Supervisor: This position reports directly to the **Coordinator for Outdoor Programs**.

Hours: **Trip Staff** will work as needed during certain times of the Semester. Hours vary based on the trip you are leading.

Salary: Compensation based on the length of the trip and position.

You will succeed at UREC if you are committed to:

- Explore to find the best of you
- Bring your positive and constructive attitude
- Connect with others
- Be a team player
- Embrace and inspire an inclusive, vibrant, active, and healthy community
- Work in a flexible schedule that may require some evenings, weekends, and designated holidays

Join our team

Appalachian State University (App State) invites interested applicants for the position of **Trip Staff** to become a part of the University Recreation (UREC) team as we facilitate an inclusive environment where recreation and wellness opportunities transform, engage, and care for the App State community.

Who we are

UREC fosters healthy lifestyles for lifelong wellbeing. You will join a UREC team that is creating an exciting environment, values collaboration, innovation, and inclusion, and is welcoming to all App State students, faculty and staff. We are creating an adventurous workplace that supports the voices and contributions of employees at all levels, listens, and responds to our community. At UREC we believe in an equitable UREC community with opportunities for everyone, with everyone. Learn more about us at this [link](#).

Responsibilities include, but are not limited to:

- Fully participate in trip planning; including trip goal planning, route planning, food and equipment organization/packing, and vehicle loading.
- Supports the other trip leader in all aspects of trip safety; identifying, assessing and managing environmental and social risk.
- Demonstrates the ability to behave as a role model for participants, able to manage a range of participant needs in a positive manner
- Be able to manage a group and all emergencies with a co-trip leader.
- Able to locate and use communication systems in the event of an emergency (cell phone, satellite phone, ranger station, etc.)
- Follow UREC systems to ensure a high functioning program. Packing, cleaning, and repairing gear.
- Provide clear, effective and timely communication with supervisor, co-trip leader, and other staff. Committed to openly sharing and receiving feedback from staff.
- Take photos while on the trip for program use.
- Promote a safe, equitable, and inclusive environment for all participants.
- Activity specific skills you may be responsible for include; building anchors, providing a belay, basic water craft maneuvering, setting handlines, navigation via map and compass, etc.
- Complete near/miss incident reports as necessary
- Enact the emergency call list in a timely fashion for emergency situations.
- Maintain appropriate supervision of all participants.
- Be on time with arriving and departing for scheduled trips.
- Be able to complete tasks efficiently and without direct supervision
- Follow all Outdoor Programs field policies and procedures and emergency action plan
- Other duties as assigned.

Required qualifications:

- CPR/AED, First Aid Certification or ability to obtain within 21 days of first day of employment (UREC will provide this training upon hire)
- Wilderness First Responder (WFR) Certification through NOLS, WMA, or SOLO
- N.C. Epinephrine Administration Certification (Can be completed after hire)
- Valid Driver's License with a driving record that allows for being an authorized driver with the University.
- Provide a trip log proving evidence of technical skills and previous accredited training (skill specific: i.e. rock climbing, backpacking, white water, etc.)
- Required to participate in an Intro to Outdoor Programs weeklong trip prior to being hired
- Required to pick and attend either a Land Based extended trip or a Water Based extended trip
- Pre-existing experience in one or more of the following:
 - Day hiking and navigation
 - Multi-Day Backpacking Excursions
 - Rock climbing guide or; ability to climb routes with a rating of 5.7 or greater, can properly put on a harness/helmet, and tie a figure 8 follow through.

- Whitewater rafting, canoeing, or kayak guiding or; ability to maneuver a craft in class I-II rapids or greater effectively, able to self-rescue if having an out-of-boat experience, and able to conduct basic river safety skills/knowledge.

Additional qualifications (not required):

- Swift Water Rescue Certification of Completion
- AMGA Single Pitch Instructor or Similar Certifications
- Climbing Wall Instructor Certification
- ACA Certification (canoeing, whitewater, kayak, etc.)

We are committed to facilitate your learning journey and create unique opportunities for your career and self development in the following areas*:

- Self-awareness
- Communication
- Critical Thinking
- Equity, Diversity, and Inclusion
- Leadership
- Professionalism
- Teamwork
- Health & Wellbeing

* Reprinted courtesy of the [National Association of Colleges and Employers](#)

How to apply:

- To apply for positions, please visit our [website](#).
- If you would like to speak with someone about employment opportunities, please call (828) 262-7388 or email fortunege@appstate.edu

Please be aware that to be eligible for student employment with UREC, you must be a current student enrolled at Appalachian State University and in good academic standing.

Office of Disability Resources Accommodations: Appalachian State University is committed to providing an inclusive experience, accessible learning [and working] environments and equal opportunity to individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Individuals needing reasonable accommodations should contact the Office of Disability Resources (828) 262-3056 or odr.appstate.edu.

AA/EEO Statement: Appalachian State University is an Affirmative Action/Equal Opportunity Employer. The University does not discriminate in access to its educational programs and activities, or with respect to hiring or the terms and conditions of employment, on the basis of race, color, national origin, religion, sex, gender identity and expression, political affiliation, age, disability, veteran status, genetic information or sexual orientation.

* This position is available for Federal Work Study *