Facilitation Specialist Position

Position Overview: The Adventure WV Program is seeking OEC Facilitation Specialists for upcoming summer. The OEC Facilitation Specialist is a hybrid position leading both single day and overnight programs held at the WVU Outdoor Education Center. This position is obtained by successful completion of required trainings and acceptance by the Outdoor Education Center Management Team. Upon this completion and acceptance, staff will work a variety of programs scheduled the WVU Outdoor Education Center. This includes a mixture of low rope, high rope and other experientially based programs. This position typically runs between May – November. Flexible scheduling allows students to work during fall and spring semesters. The nature of the work will vary from month to month. All staff must commit to all parts of the training and employment.

Application & Training Requirements

1. Interested students must complete the following training opportunities to be considered:
   a. RPTR 251, Section 3; Spring Semester
   b. Adventure WV On-Boarding and Low Ropes Training: May 10th – 14th
   c. May Weeklong High Rope Training: May 24th – 29th

1. ADW also highly recommends staff obtain a Canopy Tour certification. Successful completion of any one of these trainings will qualify students for additional hourly work as a Zip-Line Canopy Tour guide. To obtain this certification one of the following trainings may be completed:
   a. RPTR 326: Spring Semester
   b. May Weeklong Training: May 17th – 21st

Employment Details

1. For the month of June, staff will be employed to work single day and overnight events at the WVU Outdoor Education Center. Opportunities to work NSO Basecamp programs will also exist on a case by case basis.
   a. NSO Basecamp is an extended version of the standard New Student Orientation, in which students come to the OEC for a day and overnight prior to their NSO experience. NSO Basecamp staff facilitate the entire experience; low and high ropes, group facilitation, structured discussion, overnight, etc.
   b. Other single day and overnight programs include challenge course and aerial event facilitation for organized groups and the general public.
   c. Additional single day facilitation & maintenance work will also be available in addition to hourly work as a zip-line canopy tour guide (if certification is obtained)

2. For the month of July and the first half of August, staff will work 15-25 hours per week at the Outdoor Education Center.
   a. Staff will facilitate programs (challenge course and aerial event facilitation), working on the facility (general cleaning, maintenance, and upkeep), and completing other duties as assigned.
   b. Additional work will be available to those who seek and obtain a Zip-Line Canopy Tour Certification

3. Staff will work full days at the Outdoor Education Center during WVU’s Welcome Week
   a. WVU’s Welcome Week usually occurs the Saturday – Tuesday before the start of the Fall Semester.

4. For the Fall & Spring Semesters, staff are scheduled as needed and when class schedules allow.
   a. Programs typically run through the end of November and begin again late March.
   b. Total hours will vary depending on program scheduling and student availability.
   c. Retraining programs are usually scheduled once a month starting in September – running through the end of May.
Pay Rates and Details:
1. NSO Adventure Basecamp: If selected, students would be paid a base rate stipend of $75.00 per day.
2. Single Day and Hourly Work: Pay rate will start at $9.00 an hour.
   a. Pay rates are dependent on experience & certification level. Pay rate increases are set at the discretion of OEC management staff.

Job Requirements:
1. Must be an enrolled as a WVU student
2. Must be able to attend and commit to all stated training dates and pre-scheduled program events
3. Must successful certify as a Level 1 challenge course facilitator in both high and low ropes
4. Must be in good standing with the university and under no academic or behavioral sanctions
5. Adventure WV has a preferred GPA of 3.0 for all student staff

Professional Development Areas & Outcomes:
1. Experience managing groups and leading programs
2. Experience working in small leadership teams
3. Development of individual leadership style
4. Practice and experience with communication - presenting too small to large groups.
5. Experience managing risk for outdoor programs
6. Experiential & Educational theory and design
7. Challenge Course & Canopy Tour facilitation & management
8. Zip-Line Canopy Tour facilitation & management
9. Group work and program delivery
10. Curricular integration and facilitation

Additional employment Note:
1. Individuals may be subject to certification fees associated with trainings either offered by Adventure WV or other outside organizations.
2. Individuals will be not compensated as part of their participation in any Outdoor Education Center sponsored training that is not specifically associated with job on-boarding or orientation.