



Position Title: **Adventure Centre Experiential Education Facilitator, Contractual**

Reports to: Adventure Centre Director and Adventure Centre Program Manager

Under the direct supervision of the Adventure Centre Director and Program Manager, ACPL Facilitators are responsible for working with the staff of Pretty Lake to implement safe and effective experiential education programs, with the goal of ensuring the maximum client experience. These responsibilities are conducted according to the organization's policies, procedures, and all local/state/federal regulations and laws.

The Adventure Centre challenges individuals, teams, and organizations to expand their self-confidence, trust, collaboration, and leadership skills through a variety of outdoor adventure learning activities. As southwest Michigan's leader in facilitated low ropes courses, high ropes courses, climbing towers, and team building experiences, joining our team will allow you to combine industry-leading programming in an inspiring environment. We are a process-focused facility that works hard to assist our groups in transferring their experience under the trees back to their real world situations—whether that is a corporate office, a middle school classroom, a sports team, Pretty Lake campers, a family or any other group looking to grow.

Duration of Position: Year-round, with most work seasonally April through October

Essential Functions

1. Facilitate high-quality Adventure Centre programs

- Facilitate and interact with self-awareness, providing an equitable and inclusive program to all participants, co-workers and community members regardless of identity, background or ability.
- Ensure quality orientation including clear communication of objectives
- Help group clarify their goals through guided conversation.
- Work in conjunction with staff and leaders of each group to ensure the meeting of stated objectives and thoroughly prepare for all programs
- Ask introspective questions to catalyze and solidify interpersonal learning.
- Facilitate experiential activities while maintaining physical and emotional safety
- Develop and maintain an appropriate, professional and supportive relationship with group, leaders and/or staff

2. Gain proficiency in Challenge Course program delivery

- Facilitator will be trained and coached on proper use of all program equipment, including the technical and social-emotional skills necessary to safely operate the program equipment/activities
- Excellent risk-management, prevent accidents by ensuring applicable safety standards are understood and applied in the conduct of all work activities
- Assist in pre-program preparation: setting ropes courses, checking gear
- Occasional maintenance of trails, campsites, etc.

KNOWLEDGE, SKILLS, ABILITIES, AND STANDARDS OF PERFORMANCE

1. Must have a basic understanding of concepts relating to human and group development and facilitation
2. Applicants should have a strong ability to communicate ideas effectively and have enthusiasm for sharing knowledge with others
3. Applicant must be passionate and knowledgeable in the fields of education, counseling, psychology, recreation management, ecology, philosophy, or group development. This is often demonstrated by graduate, undergraduate, or solid academic background in one of these areas
4. Ability to work with all Pretty Lake staff and customers of diverse ages and backgrounds, providing information and services in a respectful, courteous and inclusive manner
5. Must perform work in a logistical, orderly, timely and skillful manner

PHYSICAL, MENTAL AND SENSORY DIMENSIONS

Fitness and Flexibility

- Perform various positions and postures necessary to conduct tasks
- Occasionally lifting 50+ pounds
- Manipulate ropes, cables and other related equipment used in tying knots, belaying and rigging used in setup, operation and breakdown of Challenge Course elements
- Negotiate various terrain types and obstacles encountered in program delivery and emergency situations. May include walking up to three miles during course of day.
- Keep participants physically safe in respectful and effective ways

Manual Dexterity and Motor Skills

- Ascend to, traverse at and descend ladders and other course access equipment at heights that may exceed 30 feet
- Operate various challenge course related gear and equipment including, and not limited to: ropes, harnesses, helmets, carabiners, safety lines, ladders and pulleys (after training from PL staff)

Reasoning and Decision-Making Ability

- Ability to focus on different aspects of the group's experience for long periods of time
- Comprehend and implement oral and written instructions
- Establish priorities and construct further plans after an initial assessment
- Apply risk management procedures in various conditions with a wide variety of participants
- Apply theory-based instruction or training to actual incidents and/or situations

Work Conditions, Hours and Compensation

- Variable. Work location is usually outside in beautiful locations. With occasional programs in schools, gymnasiums or office buildings.
- Must be prepared to deliver programming in *all weather conditions*. This often includes having outdoor clothing to be comfortable and professional.
- Work schedule is variable including long days, short days, late nights and weekends.
- Extensive and transferable job training
- This position is contractual, with a flexible work schedule
- Facilitators work as part of a caring and close knit community
- This position is paid. Pay varies according to skill level.

Application Procedure: Applicants should submit a resume. Please email resume to: Elizabethc@prettylakecamp.org and Brittnee@prettylakecamp.org

