



Position Title: **Adventure Centre**

**Seasonal**

Reports to: Adventure Centre

Programs Manager

*Under the direct supervision of the Adventure Centre Programs Manager, the ACPL Seasonal is 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 and camper experience. These responsibilities are conducted according to the organization's policies, procedures, and all local/state/federal regulations and laws.*

**The Adventure Centre Seasonal position will focus on facilitating challenge by choice, team-building experiences out here in the woods. 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. Our programs aim to expand self-confidence, trust, communication skills and leadership through a variety of outdoor adventure activities. 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 camp, a family or any other group looking to grow.**

**Duration of Position:** April – October, with some flexibility

### **Essential Functions**

**1. 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
- Maintain trails, campsites, tents, cook-kits etc.
- Assist in quarterly internal inspection of all equipment and activities

**2. 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 groups 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

**3. Work in collaboration with Outpost staff (summer camp counselors) to develop and implement weekly strengths-based team building/play therapy program for middle school campers**

## **KNOWLEDGE, SKILLS, ABILITIES, AND STANDARDS OF PERFORMANCE**

- Must have a basic understanding of concepts relating to human and group development and facilitation
- Applicants should have a strong ability to communicate ideas effectively and directly, and have enthusiasm for sharing knowledge with others
- Must be able to take initiative and work both independently and collaboratively. Resourceful, courageous, and creative applicants preferred.
- 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
- 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
- Must perform work in a logistical, orderly, timely and skillful manner

## **PHYSICAL, MENTAL AND SENSORY DIMENSIONS**

### **1. 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

### **2. 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)

### **3. 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

### **4. 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 seasonal
- Both Seasonals work with Facilitators as part of a caring and close knit community
- Free on site housing available. Living rent free on a lake and a 144 acre oak-hickory forest is a benefit, though it is in a shared room and seasonals may have to move a couple times around the property as different spaces become available
- This position is paid 40 hours a week. Pay varies according to skill level.

**Application Procedure:** Submit a resume with a brief cover letter. Not necessary, but include an ACCT facilitator portfolio if you have one. Please email resumes and cover letters by Monday, January 15, 2018 to both [ElizabethC@prettylakecamp.org](mailto:ElizabethC@prettylakecamp.org) and [Brittnee@prettylakecamp.org](mailto:Brittnee@prettylakecamp.org)