



STUDENT ASSISTANT EMPLOYMENT OPPORTUNITY

Title:	Adventures Supervisor
Department:	Campus Recreation
Hourly Rate:	\$14.00
Posting Date:	February 22, 2019
Hours:	15-20 hours a week; dayshift based on operational need of the organization

General Duties:

Under minimal supervision from the Adventure Education Coordinator, the Adventures Supervisor provides programmatic oversight, mentorship and supervision of Adventures staff, and supports the Adventure Education Coordinator in program development and implementation. The Adventures Supervisor performs routine and complex assignments requiring specialized knowledge, prior relevant experience, and considerable independent judgment and decision-making. Assist with the development, implementation and management of the climbing wall and outdoor programs. Assist with the recruitment, interviewing, scheduling, and supervision of Adventures staff. Assist with general oversight of the climbing wall. Perform routine inspections of equipment, equipment logs, and climbing wall hardware and surfaces. Conduct Belay & Lead Assessments. Organize and log documentation paperwork. Attend and assist in development and execution of staff trainings. Instruct climbing wall classes and clinics. Assist in route setting and route setting management. Lead or assists outdoor programs including, but not limited to, rock climbing, kayaking, cycling, standup paddle board, surfing, hiking, winter mountaineering, skiing, and snowboarding. Enforce rules and regulations regarding Bronco Recreation and Intramural Complex (BRIC) use and participation in the Climbing Wall and Adventure Education programs. Provide emergency care and treatment as required until the arrival of emergency medical services. Present professional appearance and attitude at all times and maintain a high standard of customer service. Perform other related duties as assigned

Qualifications:

- Current American Red Cross First Aid, Emergency Oxygen, and CPR/AED for the Professional Rescuer certifications.
- One year of climbing experience.
- Current First Aid (or Wilderness First Aid)/CPR/AED certifications.
- Ability to lead staff that can be demonstrated through previous supervisory experience.
- Proficiency in belaying, tying in with a figure 8 knot, and movement on a climbing wall.
- Strong conflict resolution, interpersonal, and instructional skills.
- Ability to make independent decisions and make recommendations.
- Ability to react calmly and effectively in emergency situations.
- Ability to follow routine verbal and written instructions.
- Ability to effectively communicate clearly and concisely, both verbally and in writing.
- Ability to maintain professional work conduct.
- Ability to adhere to work rules, follow directions, use time effectively and work productively without close supervision.
- Demonstrated ability to work with an ethnically diverse and culturally pluralistic student population and campus community.
- Ability to operate a computer workstation using word processing, spreadsheet and other computer applications.

Work Environment:

Work is occasionally performed outdoors in varying weather conditions including extreme heat. While performing the duties of this job, the employee is frequently required to reach with hands and arms, climb or balance, walk, stoop, kneel, crouch, crawl, and lift up to their own body weight or greater. The employee must occasionally sit for extended periods, regularly walk around the facility, talk and hear, and utilize manual dexterity, eye-hand coordination, and verbal communication.

Employment Eligibility:

Employment with ASI is open to any Cal Poly Pomona student who is eligible to work and has the legal right to work in the United States. In addition, the employee must be currently enrolled for at least 6.0 units (undergraduate) and 4.0 units (graduate) at the end of the add-drop period, have a minimum 2.0 GPA and be in good standing with the University. Individuals enrolled only in Extended University are not eligible for hire. Exceptions to the unit load requirement are allowed during the summer term and for students who have applied for graduation for the current term. Applications for employment are available at the ASI Human Resources Office located on the first floor of the Bronco Student Center, Room 1216 or online at the ASI website: <https://asi.cpp.edu/employment-opportunities/>

Systemwide Smoke and Tobacco Free Environment EO 1108:

Cal Poly Pomona is a smoke and tobacco-free campus. Please refer to the link below for policy information.

<http://www.calstate.edu/EO/EO-1108.html>

Mandated Reporting Requirement:

In compliance with the California Child Abuse and Neglect Reporting Act (CANRA) and the CSU Executive Order 1083, each ASI employee is designated as a mandated reporter and is required to sign an Acknowledgment of Mandated Reporter Status and Legal Duty to Report Child Abuse and Neglect.

About Associated Students Incorporated:

Established in 1963, Associated Students, Inc. is a recognized auxiliary organization of Cal Poly Pomona that is led, funded and mainly staffed by students. Guided by the core commitments to the promotion of student development and provision of quality facilities, programs and services, ASI provides for student representation at the campus and system-wide level and offers leadership development through student government, student-led programming, student employment and student involvement in a wide array of Bronco Student Center programs and services, including the Bronco Fitness Center, as well as the Children's Center. ASI fully supports the enrichment of student life by providing annual funding support for student clubs and organizations, diversity programs, athletic scholarships and academic support programs.

ASI is an Equal Opportunity Employer