



Student Position Description

JOB TITLE: Elon Outdoors Trip Leader

REPORTS TO: Elon Outdoors Team Leader

PAY RATE: Tier I – starts at \$9.00/hour; if employee has a Wilderness First Responder (WFR) certification, they fall into Tier II – starts at \$9.50/hour

SUMMARY OF POSITION:

Campus Recreation provides quality fitness and recreational experiences designed to positively impact the development of Elon students and contribute to the holistic well-being of the campus community. The trip leader plans, implements, and evaluates outdoor adventure trips for fellow Elon students.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plan all details and logistics for outdoor adventure trips, including scheduling, programming and risk management
- Develop and maintain partnerships with vendors, guide services, and community organizations
- Facilitate trips with a focus on group dynamics, safety, and reflection
- Serve as an educator to teach outdoor skills to participants
- Follow all established policies related to emergency response, medical protocol, and risk management
- Cultivate a welcoming and inclusive space for individuals and groups to connect and develop authentic relationships
- Serve as a collaborative team member along with the rest of the ELOA staff
- Complete all scheduled office hour shifts
- In collaboration with the ELOA staff, manage logistics for outdoor equipment rentals (including online reservations and equipment maintenance)
- Attend and facilitate weekly S'mores with Outdoors event
- Serve as an ambassador for experiential learning and outdoor adventure programs across campus (including Elon Outdoors, Adventures in Leadership, and the Elon Challenge)
- Obtain and maintain all certifications required for the position (WFA, etc)
- Maintain a working knowledge of all Campus Recreation programs, services, and events
- Deliver quality customer service to all patrons, program participants, and visitors
- Attend all Elon Outdoors team meetings and trainings
- Other duties and projects as assigned

MINIMUM QUALIFICATIONS:

- American Red Cross CPR, First Aid, and AED certification (classes available through Campus Recreation)
- Wilderness First Aid certification (can be provided through Campus Recreation)
- Ability to manage tasks in a changing environment with flexibility and confidence
- Demonstrated positive attitude, sensitivity, and sound judgement to facilitate and teach effectively with a diversity of staff, participants, groups, vendors, and others
- Enthusiasm for the outdoors and for facilitating outdoor experiences
- Valid driver's license and the ability to become van certified through Elon

LEARNING OUTCOMES:

Through employment in Campus Recreation, the trip leader will:

- Develop transferrable skills such as leadership, teamwork, communication, time management, organization, conflict resolution, critical thinking, and decision making.
- Be able to articulate the value of recreation in the overall college student experience.
- Demonstrate practical outdoor adventures skills and techniques.

EQUAL EMPLOYMENT OPPORTUNITY:

Elon University does not discriminate on the basis of age, race, color, creed, sex, national or ethnic origin, disability, sexual orientation, gender identity, or veteran's status in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs.