**Illinois State University -** Graduate Assistant Adventure

**Description**

The Adventure Program is comprised of 4 main areas: Outdoor Trips, Outdoor Equipment Rentals, Indoor Climbing, and Team Building. The Adventure program operates 14 – 20 outdoor trips to ISU students each year that range in duration from 5 hours to 8 days in length. Trip activities include: hiking, camping, stand-up paddle boarding, kayaking, canoeing, outdoor climbing, and backpacking. The Adventure Program offers equipment rental to the ISU community at reasonable prices from sleeping bags to kayaks and everything in-between. The Team Building Program works with groups to develop skills in leadership, problem solving, decision making, communication, and more. A new High Ropes Course was just completed to expand the current programs. The Indoor Climbing Wall offers instructional and recreational climbing of the 47-foot high wall and 15-foot bouldering cave. Working under the Coordinator of Adventure Programs, the Adventure Graduate Assistant will play a significant role in the overall organization and administration of a comprehensive Adventure Program, focusing primarily on the Team Building Program.  
  
The Graduate Assistant will assist the Team Building Coordinator in the overall administration of the Team Building program and assist in all other areas as-needed. Specific duties include:  
  
- Design, facilitate, and evaluate trainings, meetings, and programs.  
- Facilitate low ropes, portable, and high ropes programs.  
- Supervise and coach student team members in their roles as facilitators.  
- Schedule student team members for upcoming programs.  
- Assist with data entry & documentation specific to team building programs.  
- Assist with hiring, supervision, training, and evaluation of student team members.  
- Assist in the daily operation of the High Ropes Course, Low Ropes Course, and Rappel Tower.  
- Assist with inventory, inspection, cleaning, maintenance, and repair of team building equipment.  
- Develop and implement program policies, procedures, and risk management plans.  
- Maintain participant statistics and program cost analyses.  
- Develop civic engagement activities that address leadership development, diversity, and community responsibility.  
- Assist in adventure trips, climbing wall, and adventure center as-needed.  
- Graduate Assistant schedule may include nights and weekends.  
- Collaborate with other Campus Recreation team members and assist with department events as needed.  
- Serve as an instructor for American Red Cross CPR/AED/First Aid classes for Campus Recreation team members.  
- Other duties may be assigned as deemed necessary by the department.  
  
Applicants must qualify for admission to the Illinois State University Graduate School. Learn more about applying at http://grad.illinoisstate.edu/admission/.  
  
To be considered for a graduate assistantship, a minimum GPA of 3.0 on a 4.0 scale for the last 60 semester hours of undergraduate work is required. GRE may be required for some programs.  
- Eligible for appointment as per the requirements in the Graduate Assistant Handbook which can be found at http://hr.illinoisstate.edu/downloads/GA\_Handbook.pdf.  
- Must apply and be admitted to the School of Kinesiology and Recreation (KNR). Learn more about the KNR application process at http://kinrec.illinoisstate.edu/graduate/.  
- All candidates should have an interest in recreation as a career, and pursue a graduate degree within the School of Kinesiology and Recreation.  
  
  
- A Bachelor’s Degree in Recreation, Physical Education or related field preferred.  
- Previous involvement with trip leading, rental center operations, climbing wall operations, and/or challenge course facilitation is preferred.  
- Personal or professional experience in a variety of outdoor recreation activities such as: hiking, canoeing, kayaking, outdoor climbing, stand – up paddle boarding, camping, backpacking, orienteering, skiing, etc. is preferred.  
- National certification or equivalent in one or more of the following: ACCT Level 1 facilitator, ACCT Level 2 facilitator, ACCT Challenge Course Manager, ACA Level 1 Instructor in Kayak Touring, Stand-Up Paddle Boarding, or Canoeing; PCIA Top Rope Climbing Instructor, or WMA Wilderness First Responder.  
- Possess and maintain a current Wilderness First Aid certification or willingness to obtain within first year of employment is required.  
- Valid Driver's License and/or ability to obtain valid Driver's License is required.  
- Possess and maintain a current American Red Cross CPR/AED/First Aid Certification or willingness to obtain.  
- Possess and maintain a current American Red Cross CPR/AED/First Aid Instructor Certification or willingness to obtain.  
  
Strong interpersonal, leadership and communication skills, both verbal and written, are expected.  
This position requires someone who is willing to work in a team environment and provide and uphold our quality standards and values.

**Job Type**

Graduate Assistantship

**Education Level Required**

Bachelors

**Location City**

Normal, IL 61761, United states

**Contact Email**

mlseibr@ilstu.edu

**Contact Phone**

3094385373

**How to Apply**

Application Process  
  
Initial review of applications will begin January 28, 2019 and continue until the position is filled. To assure full consideration, an application along with a resume/curriculum vita, reference list (specifically, the names, addresses, telephone numbers, and e-mail addresses of at least three professional references), and cover letter must be submitted online at www.IllinoisState.edu/jobs.