

Job Description and Responsibilities:

Title: Student Assistant – Challenge Program Facilitator

updated 7/18/19

Supervisor: Outdoor Recreation/Challenge Program Coordinator

Purpose:

A facilitator for the Georgia State University Challenge Course will be working in a co-instructor position, working closely with the lead facilitator and Challenge Course management to cover and share the instruction, supervision, safety, and debriefing responsibilities associated with the GSU Challenge Course. The facilitator will use the GSU course to provide an opportunity for groups to recognize and safely reach their potential. This will include promoting self-confidence, positive group dynamics, and the expansion of their problem-solving abilities. These individuals must be well organized, experienced, compassionate, and exceptional communicators when it comes to teaching others.

Specific Duties and Responsibilities:

- Facilitators should be adept at effectively communicating to a broad range of individuals from varied backgrounds and encouraging communication between others
- Uses good judgment while making independent decisions regarding all facets of the safe and effective use of the course
- Works as a valuable team member with others in scheduling, facilitating and operating the course
- Promotes constructive discussion processing the participants experiences to integrate what has been learned
- Responsible for inspection, set-up, equipment, technical details of facilitation, take, down, and post-program equipment inspection.
- Design and implement facilitation and teambuilding for the groups.
- Follow the lead of the Facilitators in insuring participants are following all procedures and safety protocols.
- Facilitator will join one of the pods, pairing with a Facilitator, and fill roles such as harness
- Instruction, lobster claw instruction, monitoring of transfers, belaying, performing rescues, running the Zip Lines, Swing, or Leap of Faith and any other technical task of facilitating a challenge course group.
- Prepare and facilitate lunch service for Challenge Program guests.
- Inspect, and inventory all high ropes equipment and report any maintenance needs or issues to Outdoor recreation Coordinator.
- Cooperate with other facilitators and maintain a positive attitude and posture for learning.
- Ensure completion of waivers, evaluations and program reports.

Knowledge, Skills, and Abilities:

- The facilitator will be responsible for insuring the safety of each client participating in the course.

- Work will include properly setting up the course, inspecting the course and equipment and properly instructing the use of the same to the clients
- Understands emergency procedures and is comfortable responding to situations in a professional AND calm demeanor
- Be a positive role model
- Directs activities and empowers clients utilizing "Challenge by Choice"
- Aids in developing the full potential of the facility
- Deals calmly and efficiently with stressful situations and people
- The facilitator will be responsible to supervise all activities connected with the course elements

Physical Requirements (must be able to):

- Stand/walk for long periods
- Use of ladder
- Bending/stooping
- Kneeling/squatting
- Reaching/grasping
- Overhead work
- Pushing/pulling
- Repetitive use of hands
- Lift at least 35 lbs

Technical Skills:

- Ability to quickly and confidently tie all necessary knots
- Capability to set up and take down each and every low and high course element
- Ability to safely belay participants
- Successfully demonstrate a high course rescue
- Ability to prepare (front-loading) and follow-up (debriefing) of the group

Requirements:

- CPR & First Aid Certification
- Effective verbal communication skills.
- Sound judgment and decision-making skills.
- Ability to maintain composure and handle emergencies.
- Flexibility.
- Regularly check and respond to staffing emails.
- Knowledge of policies and procedures of the Challenge Program.
- Availability to work at least two Challenge Program events per month.
- Attend all scheduled staff trainings and maintain proficiency level as determined by Outdoor Recreation Coordinator and GA.

- Requires a minimum of 20 hours training in Challenge Course facilitation
- Outside training must be approved by Outdoor Recreation
- Fully trained on the Georgia State University Challenge course local operation procedures.