

## **Campus Recreation – Challenge Course Assistant Facilitator**

**Department:** FAU Campus Recreation

**Campus:** Boca Raton

**Position Title:** Challenge Course Assistant Facilitator

**Hours Per Week:** Varies

**Classification:** Undergraduate or Graduate

### **Brief Description:**

The Assistant Facilitator is responsible for the safety of all participants involved in activities hosted at the Challenge Course. The ideal candidate will learn how to belay participants, keeping them safe as they climb various elements on the course. They must also be comfortable working outdoors in different weather conditions (heat, rain, etc.). The Assistant Facilitator is expected to effectively communicate learning objectives for challenge course initiatives.

### **Key Accountabilities:**

Implementation of challenge course and open climb programs, including:

- Conducting and documenting pre-use inspections of facility and personal protective equipment prior to programs
- Assisting lead facilitator in course and element setup prior to client's arrival
- Assisting lead facilitator in collecting all program waivers
- Setting up and taking down challenge course elements
- Facilitating low and high challenge course elements in accordance with industry standards and local operating procedures
- Assisting, facilitating and belaying participants on high elements to ensure safety at all times
- Reporting to lead facilitator when implementing the emergency action plan
- Assisting lead facilitator in filing program paperwork after programs
- Assisting lead facilitator in putting away equipment, removing course access, and locking the facility after programs
- Other duties as assigned

### **Requirements:**

- Current FAU student and enrolled in at least 6 credits per semester
- Currently have a GPA of 2.5 or greater
- Authorized to work in the United States
- Current or ability to obtain within 3 months of employment, CPR/AED and First Aid Certification
- Must have physical capability of performing required job duties while exposed to adverse conditions including rain and temperature extremes
- Must be willing to learn technical skills such as knot tying, belaying, and personal protective equipment use

### What You Will Do and Learn:

- ✓ **Communication Skills:** Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization
  - Exemplify effective verbal communication
  - Discuss program plans and goals with customers
  - Follow up messages and reporting
- ✓ **Work Ethic & Professionalism:** Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non-verbal communication on professional work image.
  - Gain experience working in a professional environment
  - Prioritize tasks with a focus on customer service
- ✓ **Teamwork/Collaboration Skills:** Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints.
  - Interact with various groups to develop team building skills
  - Plan, coordinate, and execute inclusive programs
- ✓ **Critical Thinking/Problem Solving Skills:** Exercise sound reasoning to analyze issues, make decisions, and overcome problems.
  - Assist with student, faculty, staff, employer and community member questions with a courteous and professional demeanor by utilizing knowledge of the department and the university
  - Design activities to provide the appropriate amount of challenge to groups
  - Coordinate and implement rescue procedures when necessary
- ✓ **Leadership Skills:** Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others.
  - Exemplify critical thinking skills by adjusting challenge course initiatives to fit the specific group needs
  - Coaching participants to “challenge by choice”
- ✓ **Digital Technology Skills:** Select and use appropriate technology to accomplish a given task. The individual is also able to apply computing skills to solve problems.
  - Utilize Connect2 software to complete pre- and post- programs reports/documentation
  - Utilize Fusion software to collect participant registration and waiver
- ✓ **Global/Intercultural Fluency:** Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions.
  - Design and lead programs for people of various races, ages, genders, and religions
  - Respectful engagement with multi-culture and diverse students, employers, and staff
- ✓ **Career Management:** Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas necessary for professional growth
  - Complete Job Performance Appraisal (JPA) each semester to review and assess overall performance in position
  - Maintain current certifications necessary to complete job duties (CPR/AED and First Aid)