Title: FOA Student Staff
Department: Campus Recreation
Reports to: Outdoor Recreation Coordinator
Appointment: Academic Year 2020-21
Start Date: Fall 2020
Compensation: Starting at $8.50/hour

Position Summary
Falcon Outdoor Adventures encompasses four program areas: The Rental Center, Bike Shop, Indoor Climbing Wall, and Outdoor Trips Program. Student staff may be hired for one or all of these areas and will be responsible for knowing, following, and promoting all professional and safety expectations as well as executing those job duties associated within their areas of employment with enthusiasm and world-class customer service.

Responsibilities (Outdoor Recreation Coordinator may assign additional duties as needed)
A. Bike Shop
   a. Inspect, diagnose, and repair UWRF faculty/staff and student bicycles
   b. Maintain Falcon Outdoor Adventures rental bicycle fleet
B. Rental Center
   a. Operate Falcon Outdoor Adventures front desk and enforce policies
   b. Handle cash/revenue
   c. Check out/in equipment & inspect for damages
   d. Sell memberships/day passes
C. Indoor Climbing Wall
   a. Provide orientations and belay services
   b. Monitor risk management and maintain a safe environment for climbers and staff
   c. Set new routes on the climbing wall as directed by Climbing Program Student Manager
   d. Keep up to date with knowledge of climbing equipment
D. Trips Program
   a. Plan and facilitate outdoor group experiences as a leader
   b. Prepare itineraries, meal plans, trip logistics, and pre-trip meeting agendas
   c. Conduct pre-trip meetings with trip participants
   d. Drive University vehicles to and from trip destinations
   e. Ensure trip runs smoothly and all safety guidelines are followed throughout

Minimum Qualifications and Conditions of Employment
A. Must be a student enrolled full-time at UWRF
B. Maintain a minimum cumulative grade point average of 2.0 or higher during employment
C. Must have CPR/First Aid certification (or be willing to obtain it)
D. Must demonstrate interest in the outdoors and have a personable demeanor

Preferred Qualifications
A. Availability during J-Term and Summer
B. Outdoor-related certifications, i.e. (WFR, LNT trainer/master, CWI, TRCI, ACA, etc.)