Outdoor Program Climbing Center Instructor

10-20 hours/week • $13.79/hour
Four positions available – Start date August 30, 2021

The Outdoor Program is a Student Fee funded organization, whose purpose is to offer and promote safe and environmentally conscious outdoor recreation. This is accomplished by offering adventure trips, non-credit instruction, team-building programs, equipment rental, and the operation of the Climbing Center. The Outdoor Program serves as the informational resource to the PSU community regarding outdoor recreation.

Duties and Responsibilities

• Supervise climbers during staffed hours while providing safety instruction, coaching, and belay assistance.
• Assist in training PSU Community in the proper use of the Climbing Center.
• Instruct belay classes.
• Route-setting and working for special events.
• Help ensure that all activities at the Climbing Center are consistent with the Portland State University, Campus Rec, and Outdoor Program policies.
• Conduct safety assessment of equipment, gear, and wall structure and report information back to supervisor. Repair or arrange for the repair of any damaged or worn equipment as appropriate.
• Report any issues regarding equipment, patrons, or co-workers to Climbing Center Coordinator.
• Mandatory attendance at Climbing Center trainings, staff meetings, and scheduled performance evaluations.
• Mandatory attendance of all Campus Recreation trainings.
• Other duties as assigned.

Expectations

• To maintain any valid certifications that is required of your position.

Typical Working Hours

• Climbing Center Instructors are expected to work a minimum of 8 hours per week. Shifts are typically between 4-8 pm Monday-Friday and Saturdays 10am-2pm. Setting shifts take place one day a week with a staff member setting every other week for 4 hours.
Typical Working Hours (Continued)

- Some additional evenings and weekends are required for special events.
- Additional hours will be required for special events including the Bouldering Competition in early April and the annual maintenance period in late August.

Working Conditions

- Location of work – Academic and Student Recreation Center Climbing Wall, Outdoor Program Office
- Type of work – Aspects of this work are physically demanding and require a good baseline of physical fitness relative to technical rock climbing
- Uniform – Staff shirt, nametag, closed-toe shoes and appropriate grooming are required while working

Minimum Qualifications

- Maintain minimum enrollment (6 credits for undergraduates, 5 credits for graduates) for three out of four terms in the year.
- Minimum 2.0 grade point average (undergrad) and 3.0 (graduate) and maintain good academic standing throughout employment.
- Commitment to Campus Rec’s mission statement.
- Positive attitude
- Ability to respond to emergency situations
- Good communication skills
- Ability to work with people
- Passion for climbing, with a heavy intensity of climbing in the last 6 months.
- Passion for instruction and an interest in acquiring the technical skills related to indoor climbing.
- American Red Cross First Aid/CPR/AED certification within 30 days of hire for any employee who works within the Rec Center gated entrance and/or supervises activity areas or excursions. This applies to this position.
- **Must successfully complete a background check.**

Preferred Qualifications

- Ability to teach technical aspects of climbing in a polished and professional manner including: belaying, basic climbing, knots, and climbing movement.
- Experience working with diverse populations.
- Strong interpersonal and communication skills.
Preferred Qualifications (Continued)

- Demonstrated history of appropriate customer service skills.
- Experience with route setting.
- PCIA or AMGA certification.

Special Notes

- The position begins on **August 30, 2021** and employees must be available for the full week (8/30 – 9/3) for Climbing Center Maintenance and resetting. In addition, staff training will occur September 13 – September 15.
- The Climbing Center prefers to hire students who have at least one full year left at PSU.

To Apply

1. Complete our [Campus Rec Application](#), a **resume**, and a **one-page cover letter** describing your interest in the position and any related experience.
   - See [http://www.pdx.edu/careers/writing-cover-letters](http://www.pdx.edu/careers/writing-cover-letters) for tips on how to write your cover letter
   - See [https://www.pdx.edu/careers/writing-a-resume](https://www.pdx.edu/careers/writing-a-resume) for tips on how to create a resume.
2. Email **application, resume, and cover letter** (and any supplemental materials) as **PDFs** to [crecjobs@pdx.edu](mailto:crecjobs@pdx.edu) with the subject line stating "ODP Climbing Center Instructor, last name."
3. You will receive a confirmation email that we have received your application within one week.

If you need accommodations in filling out this application, please contact the Campus Rec Administrative Program Assistant at 503-725-2946 or [ckwong@pdx.edu](mailto:ckwong@pdx.edu)

*Portland State University is an Affirmative Action, Equal Opportunity Institution and welcomes applications from diverse candidates and candidates who support diversity.*

**Deadline for Submission: Wednesday, May 26, 2021 by 5:00 p.m.**