Outdoor Program Climbing Center Instructor

10-20 hours/week • $15.35/hour

One position available – Start date September 6, 2022

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 Climbing Center courses.
• 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. 4 hour setting shifts take place one day every other week. Staff meetings generally occur 3-4 times a term and last approximately 90 minutes.
• Some additional evenings and weekends are required for special events including the Bouldering Competition in Spring and the annual maintenance period in late August/early September.
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 including washing climbing holds, moving and using ladders, and climbing/setting rock routes.
- 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.
- 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. Fees covered by Campus Rec.
- 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.
- Demonstrated history of appropriate customer service skills.
- Experience with route setting.
- PCIA or AMGA certification.

Special Notes

- The position begins on September 6, 2022 and employees must be available for the full week (09/06 – 09/09) 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.
Application Instructions

1. Complete our Campus Rec Application, a resume, and a one-page cover letter describing your interest in the position and any related experience.
   - Visit the University Career Center’s Writing a Cover Letter webpage for tips on how to write your cover letter
   - Visit the University Career Center’s Writing a Resume webpage for tips on how to create a resume.

2. Email application, resume, and cover letter (and any supplemental materials) as PDFs to the Campus Rec Jobs email at crecjobs@pdx.edu with the subject line stating "Position Name, 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 by phone at 503-725-2946 or email Chiki Kwong at 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: Thursday, June 2, 2022 by 9:00am