



Activities and Recreation Guide

TEAM: ACTIVITIES AND RECREATION

REPORTS TO: ACTIVITIES AND RECREATION COORDINATOR

Position Description:

The Activities and Recreation Guide (ARG) is responsible for helping facilitate all on-site and off-site recreational and activities offerings at Zephyr Point. ARG's serve as backcountry guides for the Wilderness Adventure Camp, with primary responsibility supervising, teaching, and facilitating meaningful experiences for during multi-day backpacking trips for youth and adults. When not in the backcountry, ARG's will assist with recreational equipment rentals and provide ARG's should have a passion for outdoor recreation and be able to maintain a positive attitude with guests and campers of all ages and stages.

Job Duties:

Responsibilities

- With a co-guide, lead two to four four-day backpacking trips for up to 12 adults or youth
- Work alongside the Activities and Recreation Coordinator to facilitate all on-site activities for a variety of program, conference, and cabin guests, including but not limited to equipment rentals (sports equipment, hammocks, waterfront rentals, etc.), guided tours (hiking or kayaking), group lessons (archery), and social games (bingo, bunco, and trivia)
- Facilitate program curriculum to participants by teaching basic backcountry skills, natural history, and stewardship ethics and leading character-building activities
- Manage Zephyr Point's recreational gear inventory, ensuring that all equipment meets safety standards
- Exercise sound judgment and decision-making to assess and mitigate hazards
- Effectively build rapport with participants, fellow guides, and co-workers
- Role-model inclusive behavior and facilitate a positive group culture for youth and adults of diverse backgrounds and life experiences
- Demonstrate strong risk management skills, abiding by all Zephyr Point emergency action policies and procedures
- Maintain high energy, positive attitude, and focus on campers' and counselors' safety and enjoyment of program
- Participation in intentional community as a member of the Zephyr Point Summer Staff
- **Other duties may be assigned***

Qualifications:

Required Qualifications

- 20 years old or older by June 7, 2024
- Ability to pass a criminal background check
- Clean driving record and willingness to drive a 12 or 15 passenger van transporting adults and youth
- Experience working with youth ages 12-17
- Experience in a youth leadership role such as a mentor, camp counselor, coach, teacher, etc.
- Proficient soft skills necessary to support youth mental health and emotional challenges
- Strong decision-making skills, ability to work without direct supervision, and adaptability to changing, dynamic environments
- Ability to clearly, assertively, and effectively communicate orally
- Ability to manage self-care and energy in the backcountry in all conditions

- Experience recreating in the outdoors
- Passionate about environmental stewardship and connecting others to nature
- Committed to equity, diversity, and inclusion values

Required Certifications

Certifications must be obtained before the start of the position and valid through the employment end date. Some certification courses may be provided at Zephyr Point prior to the position start date.

- Wilderness First Aid certification or higher
- CPR
- Lifeguard (offered on-site June 4-6, if needed)

Preferred Qualifications

- Wilderness First Responder certification or higher
- CA Epinephrine Auto-Injector certification
- Youth Mental Health First Aid certification
- Leave No Trace Trainer certification or higher
- Coursework in Outdoor Education or other related fields
- Basic knowledge of local ecology, geology, and natural and cultural history
- Experience with mountain biking and/or climbing
- Backcountry skills, including stove use and water treatment
- Prior field experience leading outdoor programming
- A passion for recreation and excellent guest service skills
- Experience working in a camp setting and or facilitating group activities

Required Physical Demands

- Ability to hike and camp in the backcountry for several days at a time at various elevations up to 10,000' carrying up to 75 lbs.
- Ability to walk and stand on feet nearly 8 hours a day
- Ability to withstand long days in the sun and heat as well as cold windy days

Work Schedule:

The position is a 10-week position starting on June 8, 2024, and terminating on August 12, 2024. The Activities and Recreation Guide is expected to maintain a flexible and changing schedule throughout the summer that is dependent on the activities each week. The fieldwork portion of the Guide duties will be consistent as the trips are scheduled in advance and will remain on schedule weather permitting. For each of the three backpacking trips offered by Zephyr Point, two Guides will be out in the field and the other one will be on site providing program offerings schedule for the week ahead. Due to the nature of Wilderness Adventure Camp, Guides will have a nonstandard schedule with significant fieldwork for the duration of the position. Fieldwork weeks will typically include four full days with overnights in the backcountry.

Compensation and Benefits:

- Compensation: \$4,000 total for the summer
- Housing in Lakeview Lodge (June 6th – August 12th)
- Meals provided Monday-Friday through term of employment
- Travel and certification stipends are available

*The statements herein are intended to describe the general nature and level of the position, but are not necessarily a complete list of responsibilities, duties and skills required of employee(s) so classified. As such, responsibilities, duties, and required skills may be changed, expanded, reduced, or deleted to meet the business needs of Zephyr Point Presbyterian Conference Center. Zephyr Point Presbyterian Conference Center abides by employment at-will, which permits the Company to change the terms and conditions of employment with or without notice, including, but not limited to termination, demotion, promotion, transfer, compensation, benefits, duties, and location of work. Neither this job description nor any other written or verbal communications are intended to create a contract of employment or a promise of long-term employment. Employment-at-will may be terminated with or without cause and with or without notice at any time by the Employee or by Zephyr Point Presbyterian Conference Center.

I have read, understand, and accept this job description as defined above.

Employee Name

Employee Signature