

## ANNOUNCEMENT OF VACANCY

**POSITION:** Graduate Assistant of Recreational Sports for Outdoor Pursuits/Climbing Wall; 9-month position; reports to the Assistant Director of Recreational Sports for Outdoor Pursuits; starting date is August 19, 2024.

**RELATION TO EDUCATION PROGRAM:** this graduate assistantship position will provide the applicant with a range of relatable administrative, personnel management and leadership skills, including but not limited to: conflict management; receiving and sharing constructive feedback with others; evaluating student employee performance; communicating with fellow employees, student employees, and participants; recruiting, hiring, training, scheduling, and supervising staff; facilitation; overnight trip management; risk management; judgment and decision making; financial/budget management; program evaluation and assessment. The position will provide the applicant with the skills needed to confidently and successfully obtain a professional position in the outdoor recreation field. This specifically supports the SUNY Cortland campus priority of transformational education, allowing students to participate in experiential education, and providing opportunity to apply theory and gain practical experience outside of the classroom. All the aforementioned skills are transferrable to the candidate's educational success, and individual growth, and will be especially valuable for an individual seeking a career in Campus Outdoor Recreation.

### **QUALIFICATIONS:**

- **REQUIRED:** acceptance into SUNY Cortland graduate program in Exercise Science, Fitness Development, Health, Physical Education, Recreation Management, Sport Management or related field; completed Application Form (access the form at [www.cortland.edu](http://www.cortland.edu), click on Academics, and click on Assistantships); current resume; Bachelor's Degree; current First-Aid/CPR/AED certification; and two letters of recommendation with at least one coming from a person familiar with applicant's ability to do graduate work; experience in experiential/outdoor education or other relevant field; ability to assist with the coordination and management of the indoor climbing and bouldering walls including route setting, belay clinics, lead climbing clinics and rappel workshops.
- **DESIRED:** Wilderness First Responder; AMGA Climbing certification; ACA Paddling certification; professional membership in AORE or NOLS; prior work experience in a campus Recreational Sports program; experience in recruiting, hiring, training, scheduling, supervising, and evaluating student employees; proficiency in computer applications; experience and expertise in program planning, development, and implementation/facilitation for a variety of outdoor recreation activities such as white water rafting, skiing, rock climbing, caving, cycling, canoeing, hiking, backpacking, camping and kayaking; knowledge of

outdoor adventure ethics and best practices; a valid U.S. driver's license with a clean driving record; the ability to drive 12-passenger vans; and an interest in pursuing a career in Campus Recreation.

**RESPONSIBILITIES:** assist the Assistant Director for Outdoor Pursuits in managing and supervising all aspects of SUNY Cortland's comprehensive Outdoor Pursuits Program including the Adirondack Trail Blazers program, Tripping Program, Climbing Wall, Workshop Series, Rental Center and Bike Program with a strong emphasis on the Climbing Program (evening and weekend hours required); assist with recruiting, hiring, training, supervising, scheduling, and evaluating student employees and/or tutorial students from the Recreation, Parks, and Leisure Studies Department for the Outdoor Pursuits Program (approximately 50) for the positions of trip leaders, apprentice trip leaders, climbing wall supervisors, rental center attendants, student service learners, and interns; assist in overseeing the operation of the outdoor recreation equipment checkout/rental service including equipment management, the Cortland Bike Project, and cash management; assist with the management of tripping program committees; assist with the facilitation of trip leader meetings; assist with the development and training of trip leader staff; assist with program planning, development, leading and implementation and/or facilitation for Outdoor Recreation activities such as white water rafting, skiing, rock climbing, caving, cycling, hiking, backpacking, camping, canoeing, and kayaking; and attend all Recreational Sports Department staff meetings.

**SALARY/BENEFITS:** stipend of \$8,050 per year, plus tuition waiver for up to six credit hours of graduate work per semester.

**APPLICATION:** completed application, with letters of recommendation and resume, must be sent to the Graduate Admissions Office, 106 Miller Building, SUNY Cortland, Cortland, NY 13045, or to [graduate.admissions@cortland.edu](mailto:graduate.admissions@cortland.edu). Review of applications will begin immediately, however, applications will be accepted until the position is filled.

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