

**Position: ROPE Trip Leader**

**Pay Rate: Volunteer (See below for benefits)**

**Supervisor: Assistant Director, Outdoor Programs**

**Job Description:**

ROPE Trip Leaders are responsible for the overall facilitation of an assigned trip. Leaders are expected to create and foster meaningful environments for trip participants, while simultaneously ensuring the mental and physical safety of each individual. This position requires interpersonal communication skills, the ability to think critically and the flexibility to work both independently and with a co-instructor.

**Specific Responsibilities:**

- Uphold professionalism and remain available to participants 24 hours a day throughout the duration of the trip.
- Adapt to unforeseen circumstances in the event that program activities need to be altered.
- Demonstrate knowledge of group dynamics by facilitating group activities, guiding discussions, and properly debriefing an experience.
- Properly fill out all required paperwork before and after each trip.
- Retain the information given during training by practicing skill set on personal time.
- Teach and abide by “Leave No Trace” outdoor ethics on all outdoor trips.
- Learn and teach specific camp craft skills (tents, stoves, backcountry cooking, etc.) to ROPE trip participants.
- After one year of training, fulfill the requirement of running one weekend trip or two day trips each semester.
- ROPE Trip Leaders beyond their first year of training are required to assist with training newer classes of volunteer trip leaders.

**Minimum Qualifications:**

- Must have a passion for the outdoors and outdoor recreational programming.
- Must have general knowledge of outdoor programming and services offered by ROPE.
- Must be able to attend all required training meetings and training trips.
- Must have willingness to learn and practice new outdoor skills and activities.
- Must be able to think independently and make decisions for everyday and emergency situations.
- Must have knowledge of Rice Recreation Center program areas and program offerings.
- Must have a positive attitude and interact well with ROPE trip participants.
- Must have the ability to earn a CPR, First Aid, and Wilderness First Aid Certifications.

**Benefits:**

- Leadership training including group management skills, judgment and decision making, risk management, environmental ethics and expedition behavior.
- Technical leadership training including kayaking, canoeing, rock climbing, caving, backpacking, basic camping skills and wilderness medicine.
- Free ROPE membership, equipment rentals, and outdoor trips when space is available, training materials, and outdoor equipment and apparel.
- Leave No Trace Trainer, CPR, First Aid, and Wilderness First Aid certifications.
- Valuable volunteer experience and service opportunities.



## **RICE UNIVERSITY RECREATION CENTER**

### **STUDENT EMPLOYMENT APPLICATION**

#### PERSONAL INFORMATION

Name: \_\_\_\_\_

SSN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Email Address: \_\_\_\_\_

Local Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Phone: \_\_\_\_\_

#### GENERAL INFORMATION

Year of Study: FR ☐ SO ☐ JR ☐ SR ☐ GR ☐

Anticipated date of graduation: \_\_\_\_\_

College: \_\_\_\_\_ Major: \_\_\_\_\_

Are you presently employed on Campus? Yes ☐ No ☐

Are you presently applying for other positions with the Recreation Center?

Yes ☐ No ☐ Position(s): \_\_\_\_\_

Requested semester for employment (Check all that apply): Fall ☐ Spring ☐ Summer ☐

For which position are you applying for on this application? \_\_\_\_\_

#### EMERGENCY CONTACT

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

## QUALIFICATIONS/WORK EXPERIENCE

List all qualifications, certifications, and relevant work related experience you have. Please attach a current copy of your resume, a cover letter, and copies of all up to date certifications.

_____	_____
_____	_____
_____	_____

List your last two employers – beginning with the most recent

Date: for leaving	Name & Phone of supervisor	Company/ Organization	Position	Reason
----------------------	-------------------------------	--------------------------	----------	--------

From:
To:

From:
To:

I understand that any false or misleading information given in this application will automatically disqualify this application from the employee pool or result in termination of employment.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



**The following questions are to be handed in with your application. Feel free to use additional paper.**

1. Describe in detail your ideal wilderness experience.
2. What does it mean to you to be adventurous?
3. Please share something that you are passionate about.

The following are sample interview questions. You do NOT need to answer them for this application. Please prepare yourself by considering them prior to the interview.

- *What is your strongest personality trait? What do you feel you need to work on?*
- *Give an example of a time you have been compassionate.*
- *Have you ever been in a leadership role? If so, what was that role and how do you feel you performed?*