

# Blue Sky Fund

## Outdoor Adventure Club (OAC) Volunteer Position Description

### OAC Volunteer Adventure Program

**Core Program Goal:** Develop character and leadership through outdoor experiences that expand horizons, increase confidence, and build collaboration skills.

**Introduction:** We are excited to include you in our mission to provide transformational experiences for urban youth through outdoor education. Blue Sky's Adventure Crew seeks to provide outdoor experiences that are both fun and challenging, in order to get kids to be active, to believe in themselves, and to learn to love and respect the natural world. We need your support and enthusiasm to make our programs the best they can be!

**Orientation and Training:** The Volunteer Coordinator will hold volunteer orientation and training twice a year (at the beginning of each semester), or on an individual basis as needed.

#### **Expectations:**

- Know and understand the plan for the day by having communicated with the staff prior to programming.
- Support the staff by being attentive and enthusiastic about all activities.
- Support the staff by managing group dynamics. Managing group dynamics may come in the form of taking students to the bathroom, quietly asking students to listen to the instructor, settling arguments, helping students understand the activity, and actively participating in the activities themselves.
- Build relationships with students.
- Dress appropriately for both the weather and the activity.
- Limit use of cell phones and other electronics at programming as they can be distracting to students.
- If you are able, remain after programming to assist staff in cleaning up and debriefing the program.
- The opportunity to assist the staff with a camping overnight (Friday afternoon to Saturday afternoon) with the students once a semester.

#### **Qualifications:**

- Ability to take direction and partner with the staff to complete assignments
- Ability to respond calmly and positively to the needs and requests of others
- Participate as a team member and complete assignments independently, as appropriate
- Excellent oral communication skills

**Work Schedule:** Each OAC meets for about two hours one day a week in the time frame of Monday-Thursday between 12:30 pm and 7:00 pm. OAC Volunteers will be told a specific day and time depending on which OAC best fits their scheduling needs and program skills.

**Time commitment:** Volunteers are expected to be present for the duration of programming on a weekly basis. This level of consistency serves our students, staff and the volunteer to best be able to build relationships. The position assignment is for one school year. The commitment may extend dependent on the needs and desires of both Blue Sky Fund and the volunteer as well as the performance of the volunteer.

**Supervision and Support Plan:** The supervisor for this volunteer position is the Adventure Program Manager, Brittany Bailey, who can be reached at [brittany@blueskyfund.org](mailto:brittany@blueskyfund.org) or (804) 495-1413. The volunteer will also be connected with site-specific staff determined by which OAC he/she is placed with. The volunteer is welcome to provide constructive feedback to the supervisor on an ongoing basis at mutually agreed upon times.

**Volunteer Benefits:**

- Opportunity to learn new skills in outdoor education
- References for employment or academic purposes, dependent on satisfactory performance
- Opportunity to network with other people and organizations in the Richmond outdoors and nonprofit communities
- Opportunity to contribute toward the mission of Blue Sky Fund

**Commitment Time Frame:** September to June (the duration of the school year)

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