

Job Title: Program Instructor

Blue Sky Fund is a local Richmond non-profit based in Church Hill. Our mission is to provide transformational experiences for urban youth through outdoor education. We have two core program areas – academic and adventure. We are currently seeking several Program Instructors to facilitate and lead our Outdoor Adventure Clubs during the 2017-2018 school year (Sept thru early June). For a more detailed description of our core programs, please visit our website www.blueskyfund.org.

Job Responsibilities:

The responsibility of the Program Instructor position is to support and assist the Program Manager in planning and implementation of Blue Sky Fund Adventure programs, specifically:

- Help design curriculum and instruct Outdoor Adventure Clubs (2-4 clubs/week)
- Assist in leading Saturday adventure trips as assigned (most Saturdays during October, November, April and May to include 2-3 overnight trips each semester)
- Participate in physical activities during adventure programs such as (but not limited to): climbing, hiking, swimming, paddling, lifting, playing games and sports
- Use gifts, strengths, and competencies in ways that enhance the overall success of the organization

Qualifications:

- General experience and passion for the outdoors required, advanced experience in one or more areas strongly preferred (i.e. rock-climbing, canoeing, camping, outdoor survival skills, backpacking, etc.)
- Experience working with children required, experience working with middle school and high school ages in the outdoor setting strongly preferred
- Ability to communicate professionally, clearly and effectively to parents and partners
- Basic administrative skills: writing debriefs, creating flyers, managing paperwork and schedules
- Required availability: 2-4 afternoons per week (Tuesday thru Friday, approx. 1-6:30 pm depending on the day), all day Saturday when assigned, and the ability to work 3 overnights (Friday to Saturday) per semester.
- CPR, First Aid, AED Certification required (can obtain once hired). WFA, WFR, Lifeguard, SWR, Belay and Lead Climb certifications preferred.
- Willingness to be trained on driving a 14 passenger Mini-bus. Previous experience with driving a Mini-bus or a current CDL a plus.

Job Details & Schedule:

The Adventure Program Manager serves as the direct supervisor. Depending on schedule and availability, this position can range from 12-24 hours/week during the work week, plus regular weekend hours during the program season (September thru early December and mid-January thru early June). Specific schedule will be outlined during the interview process and agreed upon prior to accepting employment.

Compensation: \$10-12/hr based on experience/credentials

Preferred start date: late August or early September, can be flexible for the right candidate

To apply:

Please email a resume, a cover letter or personal statement explaining why you are interested in and qualified for this opportunity, as well as contact information for two professional references to: Ryan Hamlet, Adventure Program Manager – ryan@blueskyfund.org