

JOB DESCRIPTION

Position: Mountain Biking Director

Desired Qualifications:

- Training and experience in mountain biking activities
- Basic knowledge of mountain biking repairs and riding skills and etiquette, and ability to teach these skills and etiquette to campers and staff
- Ability to supervise program specialists and enforce safety regulations
- Desire and ability to work with children outdoors
- Ability to relate to one's peer group
- Ability to accept supervision and guidance
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, good judgment, patience, and self control
- At least 19 years old or 18 with one year of college
- Current CPR and Wilderness First Aid or higher first aid certification

Responsible To: Director, Assistant Director, and Program Director

Camp Goals: To provide a safe, non-competitive, largely team-oriented wilderness adventure program through which children can have fun, make friends, and build self confidence by tackling challenges and developing new skills.

General Responsibilities:

- To teach and help coordinate the camp's mountain biking activities, and help maintain standards that lead to a quality program
- To supervise campers, including enforcing safety regulations
- To maintain the equipment
- To identify and meet camper needs
- To carry out camp programs
- To fulfill other staff administrative roles

Specific Responsibilities:

- To set up mountain biking work and storage area during staff training
- To teach specialists their responsibilities in the mountain biking program during staff training and throughout the camp season
- To conduct a daily check of equipment for safety, cleanliness, and good repair

- To keep equipment clean and in good repair; to make (or file for) equipment repairs
- To submit orders for equipment and supplies when needed, with approval of the Director, ensuring timely arrival of equipment and supplies
- To create and implement a check-out and return system for equipment
- To plan trips based on campers' skills
- To teach and monitor proper use of equipment and mountain bike riding techniques and etiquette to campers and specialists
- To teach campers to do simple mountain bike inspections/repairs
- To provide opportunities for campers to process and learn from their experience
- To assist in keeping records on all participants and to help them build confidence and gain skills
- To assist in conducting initial and end-of-season inventory, storing, and keeping equipment in good condition
- To assist in award recognition and participation certificates to campers, when earned
- To fulfill the specific responsibilities of General Counselor
- To assist in evaluating the current season and make recommendations for equipment, supplies, and the program for the following season
- These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required

Essential Functions:

- Cognitive and communication abilities to plan and conduct group and individual activities to achieve camp goals
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
- Ability to inspect equipment for safety, cleanliness, and good repair, and to effect and file for repairs
- Possess strength and endurance required to maintain constant supervision of campers, to teach the mountain biking program, and to ride up to 14 miles, including uphill stretches of up to 750 feet
- Ability to carry out all duties at an elevation of at least 7,500 feet
- Possess physical ability to ride a mountain bike on steep single track and to move about the camp and mountain trails
- Visual and auditory ability to identify and respond to environmental and other hazards related to camper activities
- Physical ability to respond appropriately to situations requiring first aid and CPR, to assist campers in emergency situations (fire, evacuation, illness, injury and rescue), and to communicate via radio and telephone to summon help