

Job Title:	Instructor - Summer
Location:	Winter Park Resort, Winter Park, CO
Reports to:	Program Supervisors
Supervises:	Volunteers
FLSA Status:	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt
Classification:	Seasonal / Summer

About the NSCD:

The NSCD is one of the largest outdoor therapeutic recreation agencies in the world. Each year more than 3,000 children and adults with disabilities participate in our programs to learn more about sports and themselves. With specially trained staff, a custom adaptive equipment lab, and over 800 volunteers, the NSCD teaches a variety of year round sports and activities to individuals with almost any physical, cognitive, emotional or behavioral diagnosis. Programming is based out of Winter Park Resort and Sports Authority Field at Mile High.

Position Overview:

Teaches therapeutic recreation activities to individuals with disabilities. Assesses, plans, implements, evaluates and leads summer activities for individuals, groups and camps. Program locations determined by activity schedule.

Job Duties:

- Leads participant programming for hiking, cycling, mountain biking, paddle sports, rock and wall climbing, resort activities, and other daily sports and activities.
- Supports overnight camping trips and multi-day camps.
- Performs student assessments, plans lessons according to therapeutic recreation concepts.
- Determines and modifies adaptive equipment.
- Instructs individual or group lessons using appropriate teaching progressions and exercises.
- Implements and evaluates participant improvement; documents participant progress and maintains accurate records.
- Sets goals and makes recommendations for future lessons.

Other Duties:

- Assists with coordination and operation of weekly programs.
- Assists during volunteer training clinics and volunteer work sessions.
- Assists with volunteer registrations and recognitions.
- Attends NSCD required continuing education training sessions.
- Assists with NSCD special events.
- Supports Customer Relations staff.
- Actively participates with NSCD fundraising efforts.
- Consistently follows safety procedures and utilizes appropriate safety equipment.
- Creates and maintains a friendly, congenial and helpful attitude while effectively dealing with guests and other employees.

Professional Performance:

- Adhere to all Personnel Policies and Procedures for the Agency.
- Maintain professional standards of performance, demeanor, and appearance at all times; act as a “role model” both at and away from the Agency.
- Maintain a creative, team-building approach to job performance and seek to bring a constructive, problem solving orientation to all tasks.
- Performs all tasks and responsibilities with attention to detail and in a complete and timely manner, complying with agency policies and standards and conforming to the scheduling requirements of the job and program.
- Maintain an awareness of the agency’s mission and work to promote the positive individual and social change goals it embodies.
- Exercise discretion and professional judgment at all times keeping with the responsibilities carried personally and by the agency for the care and welfare of the clients; act with honesty and integrity in all aspects of Agency business.
- Actively strive to upgrade professional skills through engaging in appropriate professional training and experience.
- Actively strive to create and maintain a culturally sensitive environment through communication and interaction that demonstrates respect for diversity, socio-economic and cultural differences.

Other duties may be assigned**Education and Experience Required:**

- College degree, pursuit of degree or relevant experience in Therapeutic Recreation, Special Education, Physical Education, Health Services or related field.
- Current CPR and Advanced First Aid
- Experience working/volunteering in a service industry or with individuals who have special needs
- One year experience teaching sports; Preferred experience teaching adapted sports
- Ability to follow directions and work independently
- Knowledge of a wide variety of disabilities.
- Experience and demonstrated skill in camping, hiking, canoeing, rock climbing, swimming, and other outdoor recreation activities

Additional Experience/Attributes:

- One season internship with NSCD or other adaptive recreation program.
- Ability to row stern frame boats and guide river paddle rafts
- Ability to swim in moving water
- Knowledge of field and court sports
- Knowledge of rock climbing and paddle sports

Physical Requirements:

- Able to work outside at high altitude in varying conditions a majority of the time including uneven terrain, fast running river flow, unpredictable weather and situations
- Physically able to assist participants with adaptive recreation equipment, position adjustments, transfers, and movement during activities
- Able to lift a minimum of 75 lbs. with assistance.
- Dexterity, auditory and visual acuity to operate computers and phones or mobile devices.
- Auditory and visual acuity to interact with guests, students, clients on a daily basis
- Able to successfully manage multiple, high priority tasks in a fast-paced environment.
- Possess a valid Colorado driver’s license and meet criteria to drive company vehicles
- Able to utilize surface and aerial lifts, 16 passenger vans and loaded trailers

Work Schedule

- This position supports seven day a week operations and evening, weekend and holiday work shifts are required. Schedules and start locations are based off business need.

ACKNOWLEDGEMENT :

This job description is intended to describe the general nature and level of work performed. It is not intended to be a complete list of all responsibilities, duties and skills required of employees performing this job. Furthermore, this job description does not establish a contract of employment. NSCD may change job descriptions at any time, with or without notice as service needs require.

I have read and understand this job description.

Employee Signature

Date

Equal Employment Opportunity (EEO) Policy

NSCD is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age 40 and over, race, sex, color, creed, religion, national origin, disability, sexual orientation, ancestry, citizenship, veteran status, genetic information, or any other applicable status protected by state or local law.
NSCD will consider providing reasonable workplace accommodations if needed.