



9340 Long Pond Road

Croghan, NY 13327

315-346-1222

www.oswegatchie.org

Challenge Course Program Director & Full Time Program Staff

Summary

The Oswegatchie Educational Center is actively searching for a skilled leader to join our team in the role of Challenge Course Program Director & Full Time Program Staff. Our organization has operated a challenge course at our center for the past 23 years. The Challenge Course Program Director will play a vital role in maintenance, oversight, staff training and potential expansion of the course and program, as well as being an important team player in all of our year round operations.

About Oswegatchie's Ropes Course

The Oswegatchie Educational Center hosts a variety of teambuilding and leadership programs throughout the year. Average groups of 10 -15 participants are facilitated by 1 instructor. The course can handle 70 people per day. We have more than a dozen low ropes challenges. Currently our high-ropes challenges include a 40-ft climbing tower, pamper pole, giant swing, Indiana Jones Bridge, multi vine, postman's walk, centipede, and Zip Line. The course is used daily during our summer camp season, and heavily on weekends in the spring and fall. Some groups attend for day programs while many others stay on site in our lodges and have programs over a day or two timeframe.

Challenge Course Specific Responsibilities:

- Safe operation that adheres to New York State DOL and ACCT industry standards, maintaining stringent safety standards, record keeping, and high standards for program design and quality.
- Perform regular maintenance checks on ropes course, equipment and gear in order to maintain safety and integrity
- Participate in promoting the program to a wide variety of eligible groups, while growing the program as an advocate for the challenge education in all its facets.
- Management, staff scheduling, and oversight of challenge course operation from opening in April to complete shutdown in November.
- Training and leadership of 15-20 staff each summer and refreshers as needed,
- Facilitate activities in conjunction with client's desired outcomes, and design programs that are educationally effective and fun.
- Assess clients to ensure all activities are appropriate for demonstrated experience level

- Knowledge of ACCT Standards and ACCT Challenge Course Practitioner preferred
- Experienced in working with a range of participant populations
- Able to maintain energy, strength and focus to assist students with physical and emotional obstacles
- Able to lift and transport 50-80 lbs of gear several times a day
- Be sufficiently fit to participate in all required activities
- Able to work outdoors regardless of weather and season
- Medical training and current certification is preferred, but not mandatory.
- Management experience is highly desirable.
- Attend training sessions offered by High Five or other ACCT certified organization.

Full Time Program Staff Specific Responsibilities

- Share hosting of overnight groups on weekends and mid-week with the full time staff
- Perform as part of our summer camp staff and supervise staff and campers as needed
- Perform general physical plant maintenance as needed throughout the year, specifically during slower times, includes everything from painting, snow removal, cleaning, heavy lifting, etc.
- Assist with food service based on your ability, including cooking, serving and dishes
- Travelling to events to promote Oswegatchie, including trade shows, middle schools, conferences, local events.
- Other program implementation, including trail work, on-site activities like boats, hikes, and environmental education.
- Assisting in fundraising efforts including the AdironDUCK Race, camp store sales, foundation efforts, and special events.
- Organizing volunteers throughout the year on a wide variety of projects.
- Be an informal ambassador for the NY FFA Foundation which owns Oswegatchie and is operated at this site.
- Proficient or quick to learn Microsoft Office Suite, Jotforms, Weebly, and other web-based business solutions.

Additional Opportunities or Responsibilities Pending Experience/Interest

The right applicant will play a key role in growing our current program and holding our operation to high standards, while maintaining an impeccable safety record. Self-starter who wants to help us take our teambuilding and leadership programs to the next level should apply immediately. Any multi-talented individuals would do well in the interview process. We do not expect any one person to have all these skills, please indicate areas that you have experience or knowledge in.

- Maple sugaring operation, including the tapping of 1,500 trees and the production of 150 gallons of syrup.
- Tractor operation throughout the year, including snow removal, towing, using forks, or maintenance.

- Forestry skills including chainsaw work, firewood harvest, and tree felling
- Software skills including database management, web design, online forms, etc.
- Computer hardware skills including routers, networks, wifi, etc.
- Use of AV equipment and sound systems, for dances and conferences
- Any skills in carpentry, plumbing, electrical, construction, mechanics, painting, etc.
- Certification as a hunter education instructor for the NYS DEC
- Food Service
- Lifeguarding with current certification
- Certified skill or authorization for teaching First Aid, CPR, lifeguarding, WSI, etc.

Compensation & Benefits

Starting salary is \$27,500.00. Health & Life Insurance, plus SIMPLE Plan retirement account. Housing option available. Meals provided when Oswegatchie is preparing meals.

Schedule

This is a 12-month position. Hours are generally dependent upon on-site group schedules. Weekend duties are required but are shared by all full time staff. During busy program season (April – October) schedule will be more organic, but expect more than 40 hours a week, especially during July and August.

To Apply

Please submit resume and cover letter via email to Todd Lighthall, Executive Director:
tlighthall@oswegatchie.org

Application Deadline: March 29, 2015

Anticipated Start Date: May 1, 2015

All applicants must successfully pass a State of New York Sexual Offender Registry Check as a minimum part of the application process.

All applicants are recommended to review our family of websites that represent the many facets of our facility. All of our websites are best accessed through www.oswegatchie.org.