



Outdoor Trip Leader

Department: University Recreation + Wellness (UREC), University of Arkansas - Fayetteville

Location: HPER Building, HPER 102 and Field Based Locations

Position Description:

The UREC Outdoors trip leader position is a field-based position that will be responsible for the planning, logistics, and execution of assigned UREC Outdoors (UO) adventure programs. UO adventure programs responsibilities include overnight or week-long multisport adventure trips that include but are not limited to canoe/kayak paddling, hiking, mountain biking, rock climbing, group meal planning and preparation, backcountry travel, backcountry cooking, group facilitation and teambuilding, and driving.

This position will develop UA Career-Ready skills such as Leadership, Professionalism, and Critical Thinking.

Duties & Responsibilities:

Operations and Logistics - 70%

- Assist in planning and preparing trips, including route planning, risk management, and emergency response procedures for day trips and clinics.
- Pack and organize group gear, food, and first aid supplies according to trip needs and UREC Outdoors guidelines
- Co-lead overnight or extended trips in a variety of environments (e.g., hiking, climbing, paddling, cycling)
- Provide instruction in outdoor skills and promote Leave No Trace ethics throughout all activities
- Make field-based decisions in dynamic environments to ensure participant safety and manage group needs

Administration – 30%

- Model and uphold UREC Outdoors policies, acceptable field practices, and emergency protocols
- Respond appropriately to incidents, complete necessary documentation (SOAP notes, incident forms), and report to full-time staff
- Lead or assist with trip debriefs and post-trip equipment cleaning and storage
- Provide and receive peer feedback to support program quality and staff development
- Submit evaluations, trip logs, and other required documentation in a timely manner

Minimum Qualifications:

- Current University of Arkansas student

- Must possess Wilderness First Aid or Wilderness First Responder Certification.
- Current Driver's License

Preferred Qualifications:

- Experience as a participant/shadow on multiple UREC Outdoors Programs
- Familiarity and experience with area hiking, paddling, cycling, and climbing destinations.
- Experience designing and leading outdoor recreation instructional programs, adventure-based programs, and events

Federal Work Study Requirement:

- Federal Work Study award preferred but not required.

Required License(s), Training, Certification(s), & Background Checks:

- Current Wilderness First Aid or Wilderness First Responder Certification
- Driver's License
- Required criminal background check.
- Required sex offender registry check.
- Motor vehicle record check

Physical Activities Associated with this Position:

The following physical activities are associated with the position and will be performed with or without accommodation. All individuals are encouraged to apply.

- Heavy Work | Exerting up to 100 lbs of force occasionally, and/or up to 50 lbs of force frequently, and/or up to 20 lbs of force constantly to move objects.
 - Hearing, reaching, standing, talking, walking- Constantly
 - Crouching, grasping, kneeling, lifting, manipulating items with fingers, pulling, pushing, repetitive motion, stooping- Frequently
 - Balancing, climbing, crawling, driving, handling of sharp tools, sitting- Occasionally
 - Lifting of heavy or awkward objects

Visual Acuity:

- Employee is required to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures
- Employee is required to have visual acuity to operate motor vehicles and/or heavy equipment.
- Employee is required to have close visual acuity to perform an activity such as preparing and analyzing data figures; transcribing; viewing a computer terminal; extensive reading; and/or visual inspection at distances close to the eyes.

Compensation & Benefits:

- Period Activity Pay: \$12.25/hr
- Student Affairs Wage Scale: 3

Hours and Schedule:

- The position is designed to be an intermittent schedule with weekend and evening work depending on the UREC Outdoors Trip Schedule.

Employment Timeline:

- This position hires on an as needed basis.
- This position is eligible for up to 4+ years of continuous employment upon satisfactory performance and continued academic enrollment.

Supervision: Assistant Director of UREC Outdoors, University Recreation + Wellness

This job will provide experience to develop the following UA Career-Ready Skills:

Leadership | Professionalism | Critical Thinking

- **Ability to Facilitate Group Dynamics:** Recognize the importance of group dynamics in achieving organizational goals and facilitating group dynamics by leveraging team member strengths, putting team members in position to succeed, collectively set group norms, and resolve conflicts effectively.
- **Ability to Demonstrate Dependability:** Act as a dependable, diligent member of a work environment by being present, prepared, responsible for your actions, behaviors, performance, and decisions and showing attention to detail.
- **Ability to Display Situational Awareness:** Ability to gather information, anticipate needs, prioritize issues and set achievable goals in the workplace.

Application Instructions and Required Document:

- Please contact Katherine Miller at kgmiller@uark.edu, with additional questions about the position.
- Please submit your application through <http://jobs.uark.edu>.
- Required Documents: Resume and Cover Letter
- Application deadline: Rolling Application

Equal Opportunity and Compliance: The University of Arkansas is an equal opportunity institution. The University does not discriminate in its education programs or activities (including in admission and employment) on the basis of any category or status protected by law, including age, race, color, national origin, disability, religion, protected veteran status, military service, genetic information, sex, sexual preference, or pregnancy. Federal law prohibits the University from discriminating on these bases. Questions or concerns about the application of Title IX, which prohibits discrimination on the basis of sex, may be sent to the University's Title IX Coordinator and to the U.S. Department of Education Office for Civil Rights.