



## Outdoor Cooperative Coordinator – Job Description

**Time Frame:** August 17, 2020 - April 30, 2021

**Commitment:** 20 hours each week

**Reports To:** Associate Dean of Community Engagement

**Scholarship:** 25% of room and board (approx. \$2,500)

Outdoor Cooperative Coordinators provide logistical support, leadership, and creative approaches to outdoor recreation and environmental sustainability. Ideal candidates for the role possess a desire to serve, adventure, conserve, explore and minister with the Corban community.

### **General Qualifications:**

Be a current undergraduate who has completed at least one semester at Corban and...

1. Displays collaborative leadership strengths.
2. Exhibits peer leadership abilities.
3. Is able to work unpredictable/irregular hours.
4. Is in good standing with campus offices.
5. Practices effective organizational skills.

### **Academic Qualifications:**

Be registered as an undergraduate student at Corban who...

1. Possesses a cumulative G.P.A. of 2.0 or higher.
2. Registers for at least 12 undergraduate credits at Corban per semester.

### **Responsibilities:**

#### Programming

1. Assist in implementing varied outdoor programs at the university (e.g., Barn Base Camp, Corban Community Garden, Corban Recreation, etc.)
2. Demonstrate flexibility when meeting program needs (expected and unexpected)
3. Design adventurous and unique outdoor recreational opportunities for the campus community
4. Incorporate spiritual formation practices into outdoor programming



5. Inspect, inventory and repair outdoor recreation equipment
6. Lead regular weekend and evening recreation events
7. Provide safe learning environments for outdoor exploration

#### Training

1. Attend all training sessions as outlined in the Hiring Process/Training Timeline
2. Be First Aid/CPR/AED certified and physically prepared to administer basic first aid (training offered on campus)
3. Meet twice monthly with Associate Dean of Community Engagement
4. Meet weekly with the Outdoor Cooperative team

#### Other

1. Be familiar and compliant with Corban's Student Walkthrough as well as basic residence hall policies and procedures
2. Represent the University with maturity and professionalism
3. Support and work effectively with other campus offices
4. Support, encourage and pray for fellow student leaders and University personnel
5. Perform other duties as assigned