Core Trip Leader

Job Summary and Employee Expectations
A Trip Leader is responsible for planning, promoting, and leading outdoor adventure trips for the Clemson Outdoor Recreation and Education program. CORE Equipment Specialists must obtain CPR, AED, and First-Aid certifications within 30 days of hire.

Basic Qualifications
- Prior experience in outdoor recreation similar to what is offered in the program
- Technical outdoor skills that far surpass the level being taught in a specific course
- Current First Aid and CPR certifications
- Must obtain within the first semester of work
- Current Blood Borne Pathogens, Hazardous Waste, and Hazardous Materials training
- Must obtain prior to hire (provided by Campus Recreation)
- Must obtain Van-Driver Training within the first semester of work (provided by Campus Recreation)
- Wilderness First Aid certification when working in a remote location
- Cannot be employed by another department within Clemson University

Preferred Qualifications
- Advanced outdoor recreation certifications (WFR, SWR, SPI, etc.)
- Prior trip leading or guiding experience

Job Responsibilities
- Attend Trip Leader Training each semester
- Work at least 2 trips or events per semester
- Attend at least 3 In-Service Trainings per Semester
- Complete at least 2 field days of professional development
- Consistently uphold all Campus Recreation department policies and procedures for patron and employee management related to position; critical thinking, problem solving within limits of department policy and procedures, judgement to identify and apply existing guidelines, training, enforcement, and communication for employees.
- Read, understand and follow all policies and procedures outlined in the Campus Recreation Employee Handbook and CORE Staff Manual
- Maintain the necessary skills and physical fitness to perform all of the functions related to and essential for group travel in outdoor settings
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• Design, prepare, and implement outdoor adventure trips, skill clinics, and events
• Plan trip logistics, employ good risk management, teach backcountry skills, and build relationships with participants
• Provide excellent and effective leadership for participants during their time on a trip
• Assist in creating and distributing marketing materials for trips
• Care for all outdoor recreation program equipment
• Observe and follow all state and federal regulations in regards to backcountry group travel
• Respond to any medical emergency that may arise from an accident/incident that occur on the trip.
• Distribute and collect participant evaluation forms at the conclusion of each trip.
• Complete self-evaluations at the conclusion of each trip
• Teach and follow the principles of leave no trace travel and camping.
• Further the mission of Student Affairs, Campus Recreation, and the Outdoor Recreation Program
• Complete other duties as needed and assigned