



DIVISION OF STUDENT AFFAIRS

CORE Trip Leader

Job Title: Outdoor Recreation Equipment Specialist

Hourly Pay Rate: \$65/day

Job Summary

A Trip Leader is responsible for planning, promoting, and leading outdoor adventure trips for the Clemson Outdoor Recreation and Education program.

Basic Qualifications/Certifications

- 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)
- Current Van-Driver Training
 - Must obtain 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/Certifications

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

General 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
- 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 occurs 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

Additional Notes

- Upon hire and completion of initial training, trip Leaders are eligible to lead most one day CORE trips such as: beach events, hiking, flatwater paddling (SUP, canoe, kayak), caving, bouldering, skiing, tubing (snow and river). Additional kinds of trips may be approved on a case-by-case basis.
- To be eligible for lead multi-day trips for CORE
 - Fulfill all trip leader requirements
 - Wilderness First Aid training completed and current (replaces regular first aid)
 - Overnight trip competency completed
 - For extended trips in remote areas, at least one trip leader must possess a current Wilderness First Responder
- To be eligible to lead technical trips for CORE
 - Fulfill all trip leader requirements
 - Wilderness First Aid training completed and current (replaces regular first aid)
 - Activity-specific competency completed (ex. rock climbing, whitewater, mountain biking)