



2024 Tahoe Site Manager

WHO WE ARE Adventure Risk Challenge (ARC) has been facilitating leadership, literacy, and wilderness experiences since 2004. **We host Immersive (33-day) & Foundational (11-day) Summer Courses that integrate rigorous academic instruction & outdoor education.** Our programming engages high school youth in the Tahoe-Truckee & Central Valley regions of California whose identities are typically underrepresented in the outdoors & higher education. To hear what our students have to say, watch "[In Our Own Words](#)" or read [student writing from past summers](#).

POSITION DESCRIPTION Bring your full self and be a part of an intentional, experienced, and passionate team! This is a full-time seasonal outdoor Site Manager position based in the North Lake Tahoe area. Our 33-day wilderness experiences (*4-8 day backpacking trips, rock climbing, &/or whitewater rafting*) are interwoven with intensive literacy & leadership components at an outdoor basecamp (*English & science classes, writing workshops, & facilitated community conversations*). The Site Manager will attend our 12-day paid training but should come to us with the skills & experience to run a smooth and safe course. The Site Manager position is ideal for candidates who have extensive professional outdoor education experience and a proven record of effectively overseeing logistics, supervising staff, and managing group dynamics.

Contract Dates:

Required & Paid Training in Yosemite National Park:

Lead Training: June 4-5, All Staff Training: June 6-15

Tahoe Immersive Course (33 days with students):

Prep: June 25-27 & 30, Course: July 1-Aug 3, Post: Aug 4-5

COMPENSATION The Site Manager will be paid \$225 per day & can expect an increase of \$5 per day with each returning summer. Extensive paid training is provided. Shared housing is provided. You will also gain access to our Outdoor Leadership Fund (details below). Meals are provided during summer courses & some portions of training.

SITE MANAGER RESPONSIBILITIES

- Create a safe, open, & inclusive culture for students & staff & work in a highly collaborative environment
- Oversee all aspects of running an ARC summer course in collaboration with the Lead Instructor, including:
 - Course logistics: manage all logistics of running expeditions & basecamps including maintaining rigorous daily schedules, gear organization, food shopping & organization, meal preparation, transportation, and more.
 - Risk Management: ensure all risk management protocol and guidelines are followed by staff team and student group and manage incidents that may arise
 - Supervision: provide feedback, coaching, support, and formal & informal feedback for staff team and oversee management of student issues
 - Teaching/curriculum: ensure high quality curriculum integration and implementation
- Be on call for consultation and emergency response for the entire length of the course
- Assist with incident response and evacuations as needed

OUR IDEAL CANDIDATE

- Has strong interpersonal skills & can connect effectively with high school aged youth & community members
- Has self-awareness to responsibly facilitate conversations about identity, including race & gender, in demographically

mixed groups

- Has extensive professional experience backpacking and leading wilderness expeditions
- Has extensive experience managing risks outdoors
- Has had extensive student contact time with high school aged youth
- Has experience teaching curriculum
- Has a commitment to social justice, equity, diversity, and inclusion
- Has strong organizational skills & attention to detail
- Is flexible & adaptable under changing circumstances
- Is able to work well in a team & independently
- Has bilingual proficiency in Spanish & English (preferred but not required)
- Has Wilderness First Responder & CPR certifications (required; can be obtained after hiring before work begins)

OUTDOOR LEADERSHIP FUND ARC created an Outdoor Leadership Fund to increase access to outdoor education work for staff from historically underrepresented communities in the industry. Outdoor Leadership Funds can be used to cover part or all of the cost of trainings, certifications, &/or gear. There is no minimum or maximum amount that can be requested, but most funding granted is in the \$100 to \$1,000 range. An application for the OLF can be requested at any point in the application & hiring process & will have no bearing on your application.

EQUITY & INCLUSION STATEMENT ARC recognizes that injustice exists in all aspects of society. Our programs aim to eliminate barriers & create pathways for youth to achieve academic success, to access outdoor spaces, and to exercise leadership in our communities & beyond. ARC is dedicated to actively implementing organizational practices & developing leadership opportunities that promote equity, diversity, and inclusion. Candidates who are from communities underrepresented in the outdoor education field are especially encouraged to apply.

TO APPLY Please email your resume, names & contact information for three references, and a cover letter explaining your interest in this position & why you would be a great fit to Heather Ekstrom at heather@adventureriskchallenge.org. The deadline for applications is December 4, 2023. For more information about our programs, please visit our website www.adventureriskchallenge.org. Please visit [our employment page](#) if you are interested in learning about our Instructor or Lead Instructor positions.