



## Full-Time Program Facilitator in Tahoe and the Central Valley

**ABOUT US:** Adventure Risk Challenge (ARC) is a youth development non-profit founded in 2004. Our programming engages high school youth in Tahoe-Truckee and the Central Valley whose identities are underrepresented in the outdoors and higher education, especially first generation and English language learning students. We have four main goals: to support students in developing literacy skills (writing, reading, and public speaking), positive relationships, leadership skills, and outdoor experiences and connection. To learn about the impact of ARC's programs, watch our video "[ARC Family: A Profile of Three Sibling Participants](#)". To learn more about ARC's summer courses, watch "[In Our Own Words](#)". You can also read [student writing from past summers](#) to see the work they produce in our outdoor classrooms.

ARC recognizes that injustice exists in all aspects of society. Our programs aim to eliminate barriers and create pathways for youth to achieve academic success, to access outdoor spaces, and to exercise leadership in our communities and beyond. ARC is dedicated to actively implementing organizational practices and developing leadership opportunities that promote equity, diversity, and inclusion.

**JOB DESCRIPTION:** We are hiring two full-time Program Facilitators, one to work in Tahoe and one to work in the Central Valley. During the academic year, the Program Facilitator works in the classroom in our partner schools and runs weekend outdoor trips. During the summer, the Program Facilitator works as an Instructor to deliver 34-day or 11-day wilderness experiences (*4-8 day backpacking trips*) interwoven with intensive literacy & leadership components (*English & science classes, writing workshops, & facilitated community conversations*). Applicants must live in, or be willing to relocate to, the North Tahoe/Reno region OR the Central Valley region. **This position will ideally begin with our summer programming on Monday, June 9, 2025**, but an August start date may be possible.

### **PROGRAM FACILITATOR JOB RESPONSIBILITIES** (August - May each academic year):

- Create a safe, open, and inclusive culture for students and staff and work in a highly collaborative environment.
- Facilitate first-year (9th grade) cohort(s) each week, implementing ARC's integrated leadership, literacy, and outdoor curriculum, support student-led lunch club(s) each week, and support the implementation of second and third-year programming.
- Support the planning and implementation of up to ten weekend day or overnight outdoor trips throughout the school year, including driving students to and from trips in SUVs or minivans.
- Support the planning and implementation of all events, including family and community engagement opportunities.
- Mentor students individually throughout the year.
- Support recruitment for ARC summer courses.
- Ensure all protocol and risk management guidelines are adhered to during ARC program activities.
- Complete administrative tasks, attend meetings, and participate in ongoing professional development and training.

**ADDITIONAL SUMMER INSTRUCTOR RESPONSIBILITIES** (May - August each summer):

- Lead backpacking expeditions and basecamps following rigorous daily schedules.
- Teach backcountry outdoor living skills as well as ARC's English, science, and community conversations curricula.
- Manage student safety in front and backcountry course environments.

**OUR IDEAL CANDIDATE:**

- Has strong verbal and written communication skills in English and Spanish (required).
- Has strong interpersonal skills and can connect effectively with high school aged youth, parents, school administrators, and community members.
- Has experience facilitating, teaching, tutoring, or coaching youth development and has self-awareness to responsibly lead conversations about identity, including race and gender, in demographically mixed groups.
- Is excited about mentoring youth using a strengths-based approach.
- Has experience or is interested in learning outdoor activities such as hiking and camping, kayaking and rafting, and snowshoeing, skiing, or snowboarding.
- Has a commitment to social justice, equity, diversity, and inclusion.
- Is flexible and adaptable under changing circumstances.
- Is able to work well in a team and also independently.
- Has strong organizational skills and attention to detail.
- Has computer skills with proficiency in the Google suite and the ability to learn to use database and reporting tools.
- Is able to work effectively in a variety of settings including in a classroom, remotely in a home office, and in the outdoors.

**ADDITIONAL SUMMER INSTRUCTOR SKILLS:**

- Has experience backpacking, leading wilderness expeditions, and/or teaching in any setting.
- Has experience managing risks outdoors.
- Has, or is willing to obtain Wilderness First Responder & CPR certifications (required; can be obtained after hiring before work begins).

**COMPENSATION:** Pay for this position during the academic year is \$25.58/hour in the Central Valley and \$28.08/hour in Tahoe with eligibility for overtime. ARC offers a generous benefits package including **up to seven weeks of paid leave**, excellent health and dental coverage for employees and their immediate family members, coverage of many transportation expenses, a monthly cell phone reimbursement, a home office setup reimbursement, and access to our Outdoor Leadership Fund for gear and training opportunities.

**TO APPLY:** If you are excited about this job description, we encourage you to apply even if you don't feel that you meet every single requirement. We're eager to receive applications from people who believe in our mission and will contribute to our team in a variety of ways - not just candidates who check all of the boxes. Candidates who are from communities underrepresented in the outdoor education field are especially encouraged to apply.

Please email your resume, names and contact information for three references, and a cover letter explaining your interest in this position to Mel Hoffman at [mel@adventureriskchallenge.org](mailto:mel@adventureriskchallenge.org). We encourage you to **apply by Friday, January 31** and we will review applications on a rolling basis until the positions are filled. For more information about our programs, please visit our website [www.adventureriskchallenge.org](http://www.adventureriskchallenge.org).