

JOB TITLE: Campus Recreation – Climbing Wall/Outdoor Attendant

SUPERVISING OFFICE: Campus Recreation

CONTACT PERSON: Gus Hemmer

CONTACT PERSON'S EMAIL: hemmergw@longwood.edu

START DATE: Fall/Spring start date is the week before school begins. Summer/Winter start date is the week before the semester ends.

BRIEF DESCRIPTION: Assist patrons while conveying all rules and regulations related to the climbing wall.

REQUIRED QUALIFICATIONS:

- Must maintain a cumulative 2.0 GPA.
- Must be available to work 6-9 hours per week including occasional weekends.
- Longwood belay certification.
- CPR/AED and Standard First Aid required within 60days of employment.

JOB RESPONSIBILITIES:

- Check all supplies daily for wear and tear while preparing the wall for climbing.
- Must be alert, attentive, and service oriented at all times.
- Enforce all safety procedures.
- Encourage students and other members to climb, and inform participants of other Outdoor programs.
- Handle other duties as assigned by the administrative staff and/or student supervisor.
- Attend and actively participate in all mandatory staff meetings and training sessions.
- Help prevent injuries by minimizing or eliminating hazardous situations or behaviors.
- Stay attentive at all times, keeping the safety of patrons first and foremost.
- Keep all work areas clean, neat, organized and secure.
- Completely and correctly fill out, sign, and date all daily reports and paperwork (i.e. Incident reports, accident reports, etc.).
- Must demonstrate leadership, communication and customer service skills, and the ability to work with staff, students, and members of a diverse background.
- Working special events and promotional opportunities that may take place on evenings, weekends, and across campus.
- A thorough knowledge and willingness to enforce all rules and regulations in a courteous, but firm manner.
- Instruct participants in belay technique and administer belay tests
- Ensure that all participants have read and signed the Climbing Wall waivers.

APPLICATION PROCESS:

- Go to <http://www.longwood.edu/recreation/student-employment-opportunities/>
- Open **Student Employment Application (pdf)**
- Fill out form, making sure the right position is listed
- Submit application to campusrec@longwood.edu or in person/by mail to:
Longwood University Campus Recreation
304 Health and Fitness Center
201 High St.
Farmville, VA 23909

SELECTION PROCESS

- Fall Applications due by 1st Wednesday in April.
- Spring Applications due by 1st Wednesday in November.

- May have seasonal work opportunities in Summer and Winter.
- To be considered for the time of year applying to, applicants should submit their application by the due date listed above, however Campus Recreation will accept all applications at any time and may reach out at any point in the year to applicants.