

The best candidate for this position must embrace The River's Path's (TRP) mission and values and must have the experience and leadership to work with clientele and other staff from diverse cultures and socioeconomic backgrounds. Teamwork, flexibility, confidentiality, creativity, self-direction, and a willingness to learn and grow are traits of successful employees at TRP. High level communication is a necessity for this position. We at TRP model our organizational culture upon our values.

DUTIES AND RESPONSIBILITIES may include but not limited to:

- Primary responsibility is to plan meals, purchase ingredients, and pack food for all Utah weeklong canoeing retreats.
- Communicate with clients regarding dietary and equipment needs.
- Organize gear, pack van and canoe trailer for trips in accordance with the Standard Operating Procedures Manual.
- Co-guide canoe trips in Utah and Colorado as needed
- Manage kitchen and prepare food on trips for up to 25 people.
- Comfortable driving a 15 person van with a canoe trailer on desert and dirt roads with steep grades.
- Inspect TRP equipment before and after each trip and repair as necessary.
- Promote TRP via web, social media, and word of mouth.
- Write blog posts, create memes, contribute to newsletters.
- General program support including scheduling, phone calls and other duties as assigned. Ability to learn and utilize the booking system (Peek Pro) to schedule clients.
- Administrative Assistance (as assigned from the Manager)
- General program support including scheduling, phone calls, emails, online chat requests and other duties as assigned. Ability to learn and utilize the booking system (Peek Pro) to schedule clients.
- Comfortable with managing unexpected situations on the river: safety considerations, accidents, interpersonal challenges, and changing weather conditions.

REQUIREMENTS AND SPECIAL LICENSE(S)/CERTIFICATIONS: : Current driver's license with clean driving record, Wilderness First Responder, CPR, Swiftwater Rescue, Utah assistant guide certified with a minimum of 100 river miles of experience.

EXPERIENCE AND SKILLS:

- Experience packing food and gear for multi day wilderness trips for groups of 10-25 people
- Comfortable with meal planning and accommodating dietary restrictions.
- Experience preparing and cooking for groups of up to 25 in wilderness settings
- Backcountry river canoeing and camping experience, preferably leading trips
- Highly organized with ability to structure tasks and complete tasks on deadline
- Comfortable supervising and delegating logistics tasks to other guides
- Skilled in Google Drive, Sheets, Docs, instagram, facebook, and comfortable learning how to use Peek Pro, our booking system, and video conferencing
- Able to lift canoes and heavy coolers with assistance
- Comfortable driving a 15 passenger van towing a canoe trailer

- Willing to do sanitation management projects as necessary, maintain Groover with human waste and trash from trips
- Comfortable with collaboration and deep open communication

PREFERRED:

- BA/BS in Environmental Studies, Psychology, or related field.
- Naturalist background
- Group facilitation experience

Note: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. * The Employer retains the right to change or assign other duties to this position.

Send Resume and Cover Letter To: The River's Path
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