



Job Title: Outdoor Recreation Facilitator
Department: Sheridan Recreation District
Job Type: Part time 35hrs per week or less
Benefits: This is a non-benefited position
Payrate Range: \$13.65-\$15.00 DOE
Supervisor: Outdoor Recreation Supervisor

ESSENTIAL JOB DUTIES

The Outdoor Recreation Facilitator will be able to help the district in an assortment of different ways. They will facilitate Rock-Climbing Camps, Adventure Camps, and Fresh Air Friday Hikes, as well as helping with other programs as necessary. If you are wanting to work in a fast-paced organization that keeps you on your toes, this is the job for you.

JOB DUTIES/TASKS

- Adhere to safe work practices and procedures.
- Safely operate all vehicles and other job-related equipment.
- Establish and maintain harmonious working relationships with other employees, supervisor, and the public.
- Observe applicable safety requirements, support all policies, safety regulations, and guidelines established by the Director and/or Recreation Board.
- Knowledge of policies, procedures, and practices of facilitating recreation programs, including program development and implementation, staff management, training, and risk mitigation.
- Facilitate camp activities for up to 12 youth participants.
- Ability to resolve conflicts with facilitating outcomes while maintaining a calm demeanor.
- Ability to lead and work with both adults and youth of all ages.
- Oversee or assist with various programs and events offered by the department, including but not limited to: youth programming, adult programming and youth and adult tournaments.
- Greet patrons and attend to the individual needs of each activity.
- Communicate with participants and families, responding to inquiries and providing important program information.
- Assist in various recreation programs such as: sports, outdoor activities, arts & crafts, games & activities, etc.
- Maintain equipment on site, including set up, tear down, cleaning and transporting to different locations.
- Assist in advanced recreational programs such as rock climbing and kayaking.
- Promote safety and positive sportsmanship for participants.
- Maintain recreation equipment and supplies to ensure safety for participants.
- Maintain and promote a safe and positive environment for staff and participants.
- Lead and support recreation staff with facilitating various recreation programs.

- Assist with implementing various tools, ideas, and facilitated activities for recreation staff to use at the spur of the moment.
- Assist with managing recreation group dynamics.
- Other duties as assigned by the Supervisor.



SUPERVISORY RESPONSIBILITIES

- No supervisory responsibilities.

WORKING CONDITIONS

- Positions require the ability to lift 50 lbs. or less.
- Work environment may involve occasional exposure to unavoidable seasonal weather conditions, occupational hazards, biohazards, and physical risks, which require following basic safety precautions.
- Duties may require driving Sheridan Recreation District vehicles to transport youth of all ages to various recreational sites and facilities.

MINIMUM QUALIFICATIONS

- CPR/AED Certification, or the ability to obtain within two weeks of hire, required.
- Wilderness First Aid Certificate, preferred.
- Current Wyoming Driver's License with a verified acceptable driving record.
- Ability to work weeknights and weekends as needed
- Ability to lift a minimum of 30 pounds or heavier lifting with other employees
- Ability to effectively communicate verbally and in writing.
- Any combination of training and experience equivalent to one (1) year recreation experience or another relevant field.
- Must be of legal age to perform the duties of the positions.
- Ability to pass background check if over 18-years-old.