Part-time Position Title | Graduate Assistant – Outdoor Adventures
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**Job Description**

**General Statement of Duties**

Assist the Outdoor Adventures Professional Staff with the management and operations of the Texas A&M Department of Recreational Sports Outdoor Adventure program.

**Typical Responsibilities**

**General Outdoor Adventures Program:**
- Assist in hiring, training, scheduling, disciplining and evaluating student personnel
- Assist with program development, record keeping and management of OA files and forms
- Create and help lead staff meetings and in-service trainings
- Edit and update manuals and assist with risk management procedures
- Contribute to marketing and outreach efforts to promote the outdoor adventures program
- Serve on departmental, divisional, and university committees
- Participate in other opportunities available through interaction with a comprehensive recreational sports program
- Assist with other duties as assigned

**Indoor Climbing Facility:**
- Assist in risk management at the ICF
- Assist in coordinating route setting at the ICF
- Helps conduct monthly inventory and inspections at the ICF

**Adventure Trip Program/Outdoor Orientation Program:**
- Assist in field based program oversight
- Lead outdoor trips and programs as necessary
- Assist in designing and implementing Outdoor Leader Training program

**Outdoor Rental Center**
- Help maintain accurate and working inventory, including purchasing new and replacement equipment, repairing damaged equipment, and recovering lost equipment
- Assist in coordinating work tasks for staff at the Rental Center

**Experience and Abilities**
- Bachelor's Degree & Admission to Texas A&M Graduate School
- Possess extensive leadership and programming experience in two or more of the following: outdoor rock climbing, indoor rock climbing, whitewater canoeing or kayaking, backpacking, or surfing.
- Possess a valid Driver’s License with a clean driving record
- Experience working in a university outdoor adventure program including gear rental, climbing facility, and trip programs

**Training**
- Currently certified in Wilderness First Aid (WMA, WMI, WMTC, SOLO, or Equivalent) and experience working in an Outdoor Recreation program (required)
- AMGA or PCIA Climbing Wall Instructor Certified, Wilderness First Responder Certified, ACA Canoe or Kayak Level II Instructor Certified, ACCT Level I or II Certified, AMGA Single Pitch Instructor (preferred).
- Complete training will be provided by the Outdoor Adventures Staff
- Stay up to date on required state training
Environmental Conditions

- Weekend and evening hours will be required
- Outdoor Exposure
- May be required to lift heavy objects

Pay Scale

In accordance with departmental policy, the Graduate Assistant – Outdoor Adventures position will start at $13.60 per hour and be eligible for merit increase in 2nd year of Graduate School.

Learning Outcomes

These learning outcomes will be measured annually through an employee review, utilizing a rubric that captures multiple dimensions for each of the outcomes.

1) Will demonstrate professionalism through timeliness and punctuality to both work and meetings.
2) Will demonstrate critical thinking through designing, delivering and evaluating trainings and in-services to Outdoor Adventures student employees.
3) Will demonstrate communication skills through teaching the Climbing Wall Instructor classes for Outdoor Adventures.

Wage, Benefits and Stipend Information

- Rec Sports will pay the in-state tuition, 9 hours for fall and spring semesters and 6 hours for summer semester. (Non-Texas residents in a field of study* that directly relates to the assistantship can apply for a waiver from non-Texas to in-state tuition)
- $13.60 per hour and 20 paid hour work weeks (approximately $1,200 monthly), eligible for merit increase in 2nd year
- 9 or 12 month position
- University medical health benefits
- Travel/professional development allowance
- No state income tax
- Texas A&M Rec Sports will pay the in-state tuition for all Graduate Assistants (9 hours for Fall & Spring semesters and 6 hours for Summer semester)
- For non-Texas residents, in order to qualify for in-state tuition, Graduate Assistants must be enrolled in a field of study that directly relates to their graduate assistantship.
- Please make sure to research the qualifications and required deadline for applications. Programs that our Graduate Assistants have studied under and have qualified for the tuition waiver include, but are not limited to: Sports Management, Exercise Physiology, Sports Physiology, and Recreation, Park, and Tourism Sciences. Other degree programs will need to be considered individually by the Office of Graduate Studies
- A few of the graduate program deadlines include:
  - Exercise Physiology – January 15
  - Sports Physiology – January 15
  - Sports Management (in-residence) – February 1
  - Sports Management (online) – April 1
  - Recreation, Park & Tourism Sciences – March 1
  - MBA Program – January 15 (round 2); March 4 (round 3); April 22 (final deadline)

How to Apply

Application Procedure: Required application materials include a letter of application, resume, unofficial transcript, GRE Scores (if applicable for intended program of study) and three reference names with telephone numbers and email addresses. All applications should be sent via email to jkurten@tamu.edu.

Closing Date: Applications will be reviewed until position is filled. For best consideration, application materials should be received by Sunday, January 19, 2020. Priority will be given to individuals who can confirm submission of their graduate school application materials.

Start Date: August 10, 2020 (flexible)
Contact Information

Information is available on the Rec Sports website at: [https://recsports.tamu.edu/employment](https://recsports.tamu.edu/employment) under Part-Time Employment or you may contact Jason Kurten, Director of Outdoor Adventures, at jkurten@tamu.edu or 979-862-1999.