Position Description

JOB TITLE: Outdoor Pursuits Attendant  DATE REVISED: November 20, 2017
CLASSIFICATION: Part Time
DEPARTMENT: Outdoor Pursuits
REPORTS TO: Graduate Assistant of Outdoor Pursuits
PAY RATE $7.25

Essential Responsibilities

Outdoor Pursuits Attendants will be responsible for cross training in the Outdoor Pursuits Rental Center along with the Climbing Wall. At the Climbing Wall, attendants will be in charge of overseeing the risk management, customer service, emergency response and proper documentation, facility/area upkeep and assistance as requested by Professional Staff and/or Facility Supervisor.

In the Rental Center, attendants will provide customer service to all members and guests. Attendants will be responsible for cleanliness of all rental equipment, ensuring all rental and trip equipment is clean and operational, and enforce all policies while keeping members safe.

Climbing Wall and Rental Center Specific Responsibilities

(Wall)
- Respond to all medical and non-medical emergencies in the Climbing Wall area
- Monitor the safety of climbers and boulderers
- Completion of all Incident and Accident reports as necessary
- Follow the Every Day Task List
  - Checking anchors, ropes, belay devices, harnesses, and shoes
  - Vacuuming mats and cleaning windows
- Outstanding customer service
- Document participation count each hour
- Setup/tear down for birthday parties and events as requested
- Attend in-services and other trainings
- Other duties as assigned

(Rental Center)
- Serves as a representative of the Office of Campus Recreation in providing quality and effective customer service to all patrons
- Check all equipment to ensure that it is clean, functioning, and has all of the correct components, before and after a rental
- Properly check out and return all gear on the department’s software
- Properly register patrons for Adventure Rec trips
- Attend in-services and other trainings
- Other duties as assigned
Minimum Requirements

[The requirements listed below are representative of the minimum education and/or hands-on experience necessary to perform each essential responsibility.]

- Degree seeking student at UAB
- Leadership and supervisory abilities
- Ability to work independently
- Must have current CPR certification or willing to obtain before employment starts
- Willingness to learn to safely climb a 5.8 route on top rope and 5.6 on sport lead
- Willingness to learn how to operate and maintain various types of outdoor equipment (tents, packs, stoves, boats, etc.)

Human Relations

Internal contacts include staff at all levels. External contacts include external customers. Contact involves troubleshooting, informing, exchanging information, negotiating, making recommendations, and giving information or instructions.

Competencies

[The competencies listed below are representative of the knowledge, skills, and/or abilities required to perform each essential function.]

Technical Competencies

- Belaying
- Basic computer competencies
- Proficiency with Microsoft Office suite.
- Ability to gain knowledge of Spectrum CSI software

Professional Competencies

- Ability to handle customer service issues
- Ability to perform all American Red Cross skills as trained
- Ability to manage and monitor Climbing Wall area

Work Environment and Physical Demands

[The demands marked below are representative of those that will be required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Please indicate below where reasonable accommodation may be needed.]

Work Environment

- Several hours on feet/walking around
- Moderate to loud noise
- Occasional evening and weekend work

Physical Demands

- Able to assist climbers in all aspects of climbing including belaying, spotting, and instruction
Standing or moving for 90 percent of the shift
Occasional bending, stooping
Able to practice a safe belay for multiple hours repetitively
Assisting in event setups requiring lifting exceeding 30lbs
Able to help move boats weighing up to 50lbs

Additional Employment Opportunities within Outdoor Pursuits
(Additional training required after initial hire)
- Bike Mechanic
- Climbing Wall Setter
- Teambuilding Facilitator

(Potential promotion after having worked 1 semester with Outdoor Pursuits)
- Climbing Wall Manager
  - Must be able to perform weighted and unweighted belay transfers and ascensions
  - Must be able to teach belay clinics and refreshers
  - *Upon the return of lead climbing, but be able to demonstrate proficiency in lead climbing and belaying

Employee Acknowledgement
By signing below I acknowledge that I have read and understand the purpose, essential responsibilities, minimum requirements, competencies, work environment, equipment, and physical demands required of my job as described above. Further, I acknowledge that if, because of a disability, I need an accommodation in order to perform the essential functions of my job, I will notify the human resources department, who will work with me to determine what, if any, reasonable and effective accommodation can be made.

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this position. I understand that this is not an exhaustive list of all duties and responsibilities, and that Centers reserves the right to amend and/or change responsibilities to meet business and organizational needs.

__________________________________________  ____________________________
Employee                                              Date