



Higher Ground Sun Valley (HGSV)

Job Description

Current as of: September 2022

<b>Position Title</b>	Seasonal Adaptive Snowsports Instructor
<b>FLSA Status</b>	Seasonal /Non-Exempt
<b>Administrative Workweek</b>	Sunday – Saturday, 15 +/- hours a week
<b>Start Date</b>	November 2021 –April 2022
<b>Reports To</b>	Adaptive Sports Program Coordinator
<b>Compensation</b>	Varies based on experience

Reporting to the Adaptive Sports Program Coordinator, the Adaptive Snowsports Instructor is primarily responsible for the one – one ski instruction for all students with a wide range of abilities and skills.

### **Position Responsibilities and Duties**

#### **Specified:**

Overall:

- Participate in all mandatory Adaptive Ski/Board Trainings.
- Survey current inventory of adaptive equipment and identify equipment operational status; inform supervisor of equipment needs/maintenance.
- Ensure all safety rules, regulations and procedures are followed; make sure that safety procedures are implemented.
- Complete an initial assessment of each student.
- Plan and execute ski lesson.
- Establish individualized goals with each student.
- Evaluate and document student progress at the end of each lesson.
- Implement and participate in volunteer and staff training and maintain quality of control.

#### **Implied:**

- Keep the Adaptive Sports Program Coordinator abreast of on-going activities and programming, in-line with critical information requirements.
- Maintain schedule; clocking in and out of QuickBooks Time.

- Submit time-off requests two weeks prior.
- Participate in all staff and program meetings.
- Integrate risk management into the planning and execution of all programming.
- Maintain property accountability within the organization.
- Participate in organization-wide programs, staff retreats, community outreach, and fundraising efforts.

**Key Interfaces:**

- Adaptive Sports Program Coordinator; Maggie Johnson
- Manager of Adaptive Sports; Kayla Pedrolini
- Volunteer Coordinator; Reed Mason
- Participants
- Volunteers
- Directors, Managers and Coordinators of HGSV departments
- Local business partners
- Adaptive sport organizations
- Universities and Colleges professors of recreation therapy and special education fields
- Executive and Program Directors of other organizations that work with HGSV
- Physical and Occupational Therapists
- Mental Health Providers

**Position Scope:**

- Prior coaching or teaching experience preferred
- Experience working with individuals with disabilities preferred
- Ski/Snowboard experience required
- Certifications and Licenses:
  - PSIA or AASI certifications preferred
  - Behavior Management Certification preferred

**Physical Requirements:**

- Geographic Information: Primary responsibility in Hailey and Ketchum Idaho, but moderate travel may be required internal and external to the state of Idaho
- Travel
  - Select re-certification or certification events (PSIA/AASI)
  - Represent the organization at meetings, fundraisers, and special events
- Lifting equipment and gear up to 50-75 pounds
- Being flexible and adaptable in successfully managing the organization's growth

- Weekend work required

**Contact Info:** To apply for this position, please submit a cover letter, resume, and three references to:

Maggie Johnson, CTRS, Adaptive Sports Program Coordinator

maggie@highergroundusa.org

715.651.4996

**\*Submissions without a cover letter will not be considered**

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