



Higher Ground Sun Valley (HGSV)

Job Description

Current as of: September 2021

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

Reporting to the Manager of Adaptive Sports, the Adaptive Ski 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 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.
- Assessment of 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 Manager of Adaptive sports 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 in a timely manner.
- Participate in staff and program meetings as needed.
- 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:

- Manager of Adaptive Sports; Kayla Pedrolini
- Volunteer Coordinator
- 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
- Ski/Snowboard experience
- Certifications and Licenses:
 - PSIA or AASI certifications preferred
 - Commercial Driver’s License (CDL preferred (6 months)
 - 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:

Kayla Pedrolini, CTRS, Adaptive Sports Manager

HGSV PO Box 6791 Ketchum, Idaho 83340

Office: 208.720.2661 Email: Kayla@highergroundusa.org

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

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