



ELON
UNIVERSITY

Campus
Recreation
& Wellness

Student Position Description

JOB TITLE: Adventures in Leadership Facilitator

REPORTS TO: Assistant Director for Experiential & Outdoor Adventures

PAY RATE: Tier I--Stipend payment for summer work

DEPARTMENT MISSION STATEMENT:

Campus Recreation & Wellness contributes to the holistic well-being of students, faculty, and staff by providing access to recreational and educational experiences fostering a sense of community and belonging, and empowering individuals to cultivate positive wellness values and behaviors that last throughout and beyond their time at Elon.

PROGRAM MISSION STATEMENT:

Adventures In Leadership (AIL) aims to ease first-year students' transition to Elon, facilitate meaningful and authentic interactions between students, faculty, and the natural world that extend beyond the experience, and support self-authorship as students develop their paths and identities within a supportive and inclusive environment.

SUMMARY OF POSITION:

AIL facilitators plan, implement, and evaluate the summer Adventures in Leadership program. Facilitators work collaboratively with a group of incoming first-year students and guide them through a variety of adventure-based experiences.

LEARNING PRACTICES:

Through employment in Campus Recreation & Wellness, the AIL facilitator will:

- Develop transferrable skills such as teamwork, communication, time management, organization, conflict resolution, critical thinking, and decision-making.
- Develop techniques to facilitate group discussions and reflections.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist with recruiting participants, including partnering with Admissions for outreach to incoming and prospective students
- Work collaboratively to implement all AIL sessions
- Communicate effectively and in a timely manner regarding programming changes, staffing concerns, or participant issues
- Follow all established policies related to emergency response, medical protocol, and risk management
- Ensure the mental, physical, and emotional safety of each participant
- Develop an understanding of and confidence with a variety of facilitation and reflection techniques
- Serve as a positive role model for co-facilitators and participants
- Serve as an educator for participants, peers, and members of the Elon community

- Work creatively with co-facilitators, coordinators, and professional staff members to problem solve and ensure a smooth program operation
- Utilize a variety of teaching and reflection techniques to help participants process and make meaning from experiences
- Exercise sound judgement in making independent decisions regarding safe and effective program development and implementation
- Cultivate a welcoming and inclusive space for individuals and groups to connect and develop authentic relationships
- Develop and sustain relationships with vendors, guide services, and community organizations to further the work of AIL and ELOA
- Conduct equipment inspections and follow all procedures for documentation and paperwork
- Serve as an ambassador for experiential learning and outdoor adventure programs across campus (including Elon Outdoors, Adventures in Leadership, and the Elon Challenge)
- Obtain and maintain all certifications required for the position
- Serve as a collaborative team member along with the rest of the ELOA staff
- Attend all team meetings and trainings
- Other duties and projects as assigned

MINIMUM QUALIFICATIONS:

- Must be available for weekly meetings throughout the spring and for all AIL summer programming (July 3rd-August 8th)
- American Red Cross CPR and AED certification (available through Campus Recreation & Wellness)
- Wilderness First Aid certification (available through Campus Recreation & Wellness)
- Ability to manage tasks in a changing environment with flexibility and confidence
- Demonstrated positive attitude, sensitivity, and sound judgement to facilitate and teach effectively with a diversity of staff, participants, groups, and others
- Effective communication skills, both written and verbal
- Demonstrated ability to give and receive developmental feedback
- Enthusiasm for the group development and for facilitating experiences for others
- Valid driver's license and the ability to become van certified through Elon
- Remain in good standing with the University for the duration of employment

EQUAL EMPLOYMENT OPPORTUNITY:

Elon University does not discriminate on the basis of age, race, color, creed, sex, national or ethnic origin, disability, sexual orientation, gender identity, or veteran's status in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs.