|  |  |
| --- | --- |
| **ECO-WEEK INSTRUCTOR Application Information** |  |

Thank you for your interest in working for the Eco-Week Program at the Mountain Campus of Colorado State University. Eco-Week is an outdoor/environmental education program offered to Northern Colorado 4th, 5th and 6th grade students to learn about various topics related to the Rocky Mountain ecosystem in a remote alpine setting. There are two sessions each week (Mon-Wed and Wed-Fri) that include opportunities for students to hike and to study subjects like forest ecology, wildlife discoveries, orienteering, stream ecology, high ropes course, and ecosystem interaction.

We are looking for instructors with a passion for outdoor activities, expertise in environmental education, and a commitment to teaching and leading youth in the outdoors. We look forward to reviewing your application. If you have any questions, please contact Tess McGinty, Assistant Director, Mountain Campus at (970) 491-4730 or tess.mcginty@colostate.edu.

# Essential Job Functions:

* Provide instruction and daily oversight for Eco-Week Program
* Instruct environmental modules as part of the overall curriculum
* Teach/lead evening programs and campfire activities
* Coordinate logistics with team prior to school arrival
* Facilitate Challenge Course and adventure components of program
* Guide day hikes for students, teachers and staff

# Employment Information:

* Term of Employment: Mid-August to Mid-October, 2022 (exact start date TBD, anticipated move-in August 11, 2022)
* Options to also work the summer from mid-May to late-August (then transition to Eco-week position)
* Approximately $2100/month plus room and board
* Full-time live-in position; remote mountain valley at 9,000 ft.

# Qualifications:

* Strong passion for outdoor activities and environmental education
* Previous experience and commitment to working with youth in the outdoors
* WFA or WFR certification by start date (WFR preferred but not required)
* Availability to attend training prior to program start, anticipated August 12, 2022

# Cover Letter, Resume and One Letter of Recommendation Required: Please attach a cover letter and resume to this application addressing the following:

1. Describe your interest and/or motivation to work for the CSU Mountain Campus as an   
   Eco-Week Instructor.
2. What talents, skills or abilities would you bring to this position?
3. Describe your experience working with youth in the outdoors. Why do you want to teach/lead youth in the outdoors?

**Note:** Letter of Recommendation should be from a relevant employment source. Please have it sent to   
Tess McGinty in hard copy or electronic form (preferred).

**\*Application Deadline: February 18, 2022, though applications will be accepted until positions are filled.**

|  |  |  |
| --- | --- | --- |
| Application for Employment  *Eco-Week Instructor* | **Mountain Campus**  Colorado State University |  |
| Cover letter, resume and one letter of recommendation required: see important information on page 2.  Please fill out all information to the best of your ability.  Please print out, complete and mail or email to Tess McGinty. Contact info is on page 2 of this application. | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **APPLICANT INFORMATION** *Today’s Date:* | | | | | | | | | | | | | | | | |
| Last Name | |  | | First | | | | | |  | | | | | M.I. | |
| Local Mailing Address | | |  | | | | | | | | | | | | Apartment/Unit # | |
| City | | | | | | State | | | | | | ZIP | | | | |
| Phone |  | | | E-mail Address | | | | | | | | | Date Available | | |  |
| In what way(s) are you affiliated with Colorado State University? | | | | | | | | Current CSU Student  Former CSU Student/Graduate  Unaffiliated | | | | | | | | |
| *CSU Students:* | | | Graduation date? | | | | Major / Area of Study | | | | | CSU ID Number | | | | |
| Do you have a valid driver’s license?  Yes  No | | | | | | | | | If yes, from what state? | | | | | | | |
| Will you be available to start work the third week of August for training? | | | | | | | | | | | | | | | | |
| SKILLS AND EXPERIENCE | | | | | | | | | | | | | | | | |
| *First Aid Training 1:* What is your current level of first aid training, if any? (Please list expiration dates and authorizing organization): | | | | | | | | | | | | | | | | |
| Adult CPR Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_  Wilderness First Aid Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Basic First Aid Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_  Wilderness First Responder Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  EMT Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Exp. Date\_\_\_\_\_\_\_\_ Org.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | |
| *First Aid Training 2:* Are you willing and able to obtain CPR and one of the above first aid trainings prior to August 11, 2022 if not currently certified?  Yes  No | | | | | | | | | | | | | | | | |
| *Areas of Outdoor Experience:* Please check any skill-sets in which you have actively participated in for one year, or have been professionally instructed in. | | | | | | | | | | | | | | | | |
| General Outdoors | | | | | Environmental Education | | | | | | Outdoor Education | | | | | |
| Indoor Climbing  14er Ascents  Outdoor Rock Climbing  Hiking  Backpacking  Canyoneering  Mountain-Biking  Car Camping  Trail Running  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Leave No Trace  Wildlife ID  Stream Ecology  Geology  Fire Ecology  Campfires  Tree ID  Astronomy  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | Ropes Course  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Hike leadership  Team building  Orienteering  Backpacking | | | | | |
| Briefly outline your experience in teaching the above listed skills (if any); you may attach addition pages if necessary or include in cover letter/resume: | | | | | | | | | | | | | | | | |
| Teaching, instructing, and guiding in the outdoors is an extremely physical and demanding job. Are you capable of performing tasks such as heavy lifting (e.g. backpacks over 40 lbs.), difficult hiking over rough terrain, and maintaining personal health and well-being? Do you require any accommodation to perform this work? Please be specific. | | | | | | | | | | | | | | | | |
| References | | | | | | | | | | | | | | | | |
| Please list at least two references that can attest to your ability and judgment as an outdoor instructor/leader. Please do not use family members. | | | | | | | | | | | | | | | | |
| Full Name | |  | | | Relationship | | | | | | | | | | | |
| Company/School | | | | | Phone ( ) | | | | | | | | | Email | | |
| Full Name | |  | | | Relationship | | | | | | | | | | | |
| Company/School | | | | | Phone ( ) | | | | | | | | | Email | | |
| Full Name | |  | | | Relationship | | | | | | | | | | | |
| Company/School | | | | | Phone ( ) | | | | | | | | | Email | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last JobS held | | | | | | | | | | | | | | | | |
| **1** | Company | |  | | | | | | | | Phone ( ) | | | | | |
| Job Title and Duties | |  | | | | | | | | | Supervisor | |  | | | |
| Dates Held | |  | | | | | Reason for Leaving | | | | | | | | | |
| May we contact this employer for a reference?  Yes  No | | | | | | | | | | | | | | | | |
| **2** | Company | | | | | | | | | | Phone ( ) | | | | | |
| Job Title and Duties | | | | | | | | | | | Supervisor | | | | | |
| Dates Held | | | | | | | Reason for Leaving | | | | | | | | | |
| May we contact this employer for a reference?  Yes  No | | | | | | | | | | | | | | | | |
| other Experiences | | | | | | | | | | | | | | | | |
| Have you ever traveled internationally? | | Yes  No | | | If yes, what was the purpose of the visit? | | | | Study Abroad  Family/Friends  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Tourism  Military  Adventure Activities  Peace Corps | | | | | | | |
| If yes, which country(s)? | | | | | | | | | | | | | | | | |
| Have you participated in or worked at a summer camp (scouts, church, etc.)?  Yes  No | | | | | | | | | | | | If yes, were you:  Participant  Camp Guide/Employee | | | | |
| If yes, which camp? | | | | | | | | Year(s) Attended/Worked | | | | | | | | |
| List brief examples of activities at the camp: | | | | | | | | | | | | | | | | |
| Have you participated in any Adventure Education Programs (NOLS, Outward Bound, SOLO etc.)?  Yes  No | | | | | | | | | | | | | | | If yes, were you a:  Participant  Instructor | |
| If yes, which program(s)? | | | | | | | | | | Year(s) Attended/Worked | | | | | | |
| List brief examples of activities on these programs: | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | | | |
| Disclaimer and Signature | | | | | | | | | | | | | | | | |
| I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my termination.  I understand that employment at the Mountain Campus is subject to the rules, policies, and procedures of Colorado State University. A sexual harassment training program and personal background check are required of all persons prior to starting employment. | | | | | | | | | | | | | | | | |
| Signature | | | |  | | | | | | | | | | Date | |  |

**Cover Letter, Resume and One Letter of Recommendation Required**Please attach a cover letter and resume to this application addressing the following:

1. Describe your interest and/or motivation to work for the Mountain Campus as an Eco-Week Instructor.
2. What talents, skills or abilities would you bring to this position?
3. Describe your experience working with youth in the outdoors. Why do you want to teach/lead youth in the outdoors?

**Note:** Letter of Recommendation should be from a relevant employment source. Please send to Tess McGinty.

**Mountain Campus Contact Information**

Physical Location: Laurel Village – Alpine Hall, West Entrance (Spring 2021 all services offered virtually, physical offices closed)

Mailing Address: Mountain Campus, Colorado State University, 8044 Campus Delivery, Fort Collins, CO 80523-8044

Phone: 970-491-4730 (Spring 2022 services offered virtually, physical offices not open regularly)

Email: [Tess.McGinty@colostate.edu](mailto:Tess.McGinty@colostate.edu) (preferred)