

UNIVERSITY OF WYOMING
OUTDOOR
PROGRAM

JOB ANNOUNCEMENT

The University of Wyoming Outdoor Program was founded in 1997 and serves as the hub for outdoor trips and clinics, outdoor gear rentals, and climbing wall activities for UW students, faculty, and staff. The OP has seen tremendous growth in its 12 years of existence and now operates with over 20 student employees, outdoor trips nearly every weekend, a bike shop, and a climbing wall. For more information on the OP, visit www.uwyo.edu/op. Below you will find information regarding the Graduate Assistant position that was launched in the fall of 2008 and continues to provide great benefit to the OP.

Title	Graduate Assistant to the Outdoor Program
Location	University of Wyoming in Laramie, Wyoming
Duration	Position runs for the academic year (late August – early May) for two years. Expected starting date is August 15, 2010 with potential summer hours based on chosen academic program.
Compensation	The GA will receive full payment of tuition and fees for up to 12 credit hours in the graduate program of his or her choice. The position will offer a stipend of (currently) \$11,072 September—May in monthly payments, and provide student health insurance through the university.
Responsibilities	<p>During appointment to this position the GA will serve as an assistant to the Coordinator of the Outdoor Program. Listed below are the standard OP activities that the GA will experience and contribute to during the expected 20 hours of work each week:</p> <p><i>Office Administration:</i> provide support to office staff in renting gear, signing up UW students for OP trips, and other customer service activities. Also, perform analysis and support in financial and logistical operations.</p> <p><i>Marketing:</i> help create promotional pieces for programs and events and manage the OP website.</p> <p><i>Trip Leading:</i> demonstrate leadership abilities in one or more OP trip area and be willing to attend the OP Trip Leader Training (mid-August), lead a Fall Outdoor Experience group (4-day trip prior to school starting), and occasional weekend trips.</p> <p><i>Event Planning:</i> Help in preparing and executing a variety of events on campus such as film festivals, gear swaps, climbing competitions, and other presentations. Also, assist the OP coordinator in the development and execution of the 2010 Association of Outdoor Recreation and Education (AORE) Conference in Keystone, Colorado.</p> <p><i>Leadership Development:</i> Assist in staff development and continue to execute and expand a program known as the Outdoor Leadership</p>

Development Series (OLDS) that provides opportunities for 10 UW students to increase backcountry and leadership skills.
Special Interest: Contribute additional skills or knowledge to the development of current or potential projects and programs.

Applicant Requirements

Potential applicants must be accepted into a UW graduate program prior to applying for the OP GA position. The applicant selected will be expected to obtain wilderness medicine training at a minimum of Wilderness First Aid (preferably a Wilderness First Responder) along with the UW Defensive Driving Course.

Application Process

1. Obtain enrollment in UW Graduate Program
2. Complete attached GA application
3. Submit cover letter, application, resume, trip log, and three references to the following address:

Dan McCoy
University of Wyoming
Dept. 3604
1000 E. University Ave.
Laramie, WY 82071

Important Information

This GA position demands a self-motivated individual who is able to work in both stressful and humorous situations alongside a wide variety of people. It is extremely important that applicants provide an accurate picture of skills and knowledge in order to insure an adequate placement.

Please direct all questions to the Coordinator of the Outdoor Program:

Dan McCoy
(307) 766-2402
dmccoy@uwyo.edu