

Position Description

POSITION PROFILE

Position Title: Outdoor Adventure Program Outreach & Engagement Intern

EOU Department/College: Outdoor Adventure Program

EOU Supervisor Title: Michael Hatch- Outdoor Adventure Program Director

Typical Job Duration: Term-based, not to exceed 319 hours in a one-year period

Job Level: Level 4, \$15.20 per hour

Type of Schedule/Typical Hours: Flexible schedule; evenings and weekends as needed

Typical Number of Hours Per Week: Position cannot exceed 319 hours in a one-year period

POSITION INFORMATION

Student Position Description Summary:

The intern will support the Outdoor Adventure Program by leading outreach and engagement initiatives, particularly focusing on underrepresented groups. This role includes managing outdoor activities, trips, and supporting operations at the OAP facilities.

Job Duties/Responsibilities/Essential Functions:

- Assist in the daily operations of OAP, including managing the rental shop and climbing center.
- Develop and implement engaging outdoor activities for students.
- Assist with personnel management tasks such as scheduling and training.
- Develop and lead outreach plans to promote inclusiveness and accessibility.
- Engage with students and staff to enhance program access and inclusiveness.

Eastern Oregon University is an EEO Employer and welcomes application from women, members of historically underrepresented minority groups, US Veterans, and persona with disabilities. EOU is committed to providing equal opportunity in its recruitment, admissions, educational programs, activities and employment without illegal discrimination on the basis of age, color, disability, national origin, race, marital status, religion, sex, sexual orientation, gender identity, gender expression or any status as protected by state or federal law.

- Identify and address barriers to participation for minority and underserved students.
- Conduct and report on research regarding programs serving underrepresented groups.
- Manage social media campaigns to promote OAP programs.

HIRING CRITERIA

Minimum Qualifications:

- Currently enrolled at EOU with at least six (6) academic credits.
- In good academic standing.
- Ability to attend meetings and events during evenings and weekends.

Preferred Qualifications:

- Experience in rock climbing or leadership in outdoor settings.
- Current 1st Aid/CPR or other relevant certifications.

Desired Knowledge, Skills & Abilities:

- Strong interpersonal skills and ability to work with diverse groups.
- Excellent time management and independent work skills.
- Proficiency in Microsoft Excel and social media platforms.

STUDENT LEARNING OUTCOMES

As a result of completing this internship, the student will:

Academic Learning Outcomes:

- Gain practical experience in program planning and evaluation.

Industry Learning Outcomes:

- Develop leadership skills and experience in outdoor program management.

Career-Readiness Learning Outcomes:

- Enhance interpersonal, communication, and critical thinking skills through diverse engagements and responsibilities.

PROFESSIONAL DEVELOPMENT & TRAINING

Professional Development & Training

EOU student employees have an opportunity to engage in professional development and training as a part of the job. Supervisors support the attainment of professional development by either providing internal

department-specific training and/or time reassigned from normally scheduled duties to participate in University-wide training opportunities including appropriate virtual community training opportunities.

Specific training/professional development opportunities:

- *[job-specific training from your department]*
- *[University and virtual community training/events specific to the student position]*
- Multicultural-sponsored training, activities, and events
- Career exploration activities via Career Services
- EO Career Expo Career-Ready symposium First Wednesday in April
- Resume Review with Career Services and/or WorkSource Oregon

LEARNING ASSESSMENT & PERFORMANCE EVALUATION

Learning Assessment and Performance Evaluation

Once a term, student employees and supervisors meet to discuss the progress on completing the position's learning outcomes and the employee's job performance. Specifically:

- Adjustments to the learning outcomes and job duties as needed in order to meet the outcomes
- Upcoming training and professional development opportunities
- On-the-job performance feedback and the level of meeting job duty expectations
- Application of coursework to the workplace, job duties, and learning outcomes
- Application of possible connections to future career-related interests and coursework