Assistant Director
for the Adirondack Semester

The Adirondack Semester is a unique program of place-based environmental education, involving 3 months of residence and academic study at a base camp in the Adirondacks, an extended backcountry trip, and a variety of outdoor activities. The program situates students on the boundary between modern civilization and wild nature and encourages them to study and reflect on their relationship with each of these and on the choices we must make in order to preserve the natural world. Faculty members commute to the site to teach a full university semester, including cultural and natural history of the Adirondacks, perceptions of nature, and a creative expressions course. (See http://web.stlawu.edu/adksemester/.)

The anticipated start date for this six-month appointment will be June 23, 2015. This appointment may be renewable in successive years. Compensation package will include salary, health insurance, and supplemental stipend for housing when off-site, as well as room and board on-site during the 3 months of the base camp residence and expeditions.

The new Assistant Director will work under the supervision of the Director and in collaboration with the other Assistant Director, and will live on site 5 days/week. The two Assistant Directors share the following responsibilities:

Primary Responsibilities

Academics:
• Teach the half credit ODST 101: Modern Outdoor Recreation course
• Help to plan, coordinate, mentor and evaluate students through the Capstone Internship, a 3 week experiential capstone that takes place during the final weeks of the semester.
• Help to foster critical reflection on and discussion of the mission, goals and guiding principles of the program

Administration: (Communication, Logistics & Fiscal Responsibilities)
• Responsible for communication with faculty, staff, students, and parents
• Recommend and oversee annual purchase of new equipment and supplies
• Set up and oversee food purchasing including a CSA, grocery store accounts and orders through dining services
• Coordinate and help plan orientation, the semester schedule and weekly calendar

Oversight: (Risk Management, Facility & Community)
• Primary responsibility for updating and observing best risk management practices
• Set up and maintain program site including, yurts, buildings, solar array, composting toilet, and other infrastructure
• Facilitate and develop a living and learning community that is physically and emotionally safe for all to enjoy while participating in community activities such as cooking meals, chores and community meetings

Trip Leader & Planner:
• Plan, organize, and lead 5-14 day back country trips
• Plan and lead weekend outdoor activities for students during semester
• Bachelor’s degree (candidates with advanced degrees encouraged to apply)
• Wilderness First Responder and CPR
• Demonstrated experience as an outdoor educator and trip leader
• Demonstrated strong interpersonal, team and community building skills
• An individual who has a combination of administrative, teaching, outdoor leadership and backcountry experience.

Minimum Qualifications

• Bachelor’s degree (candidates with advanced degrees encouraged to apply)
• Wilderness First Responder and CPR

Preferred Qualifications

• Demonstrated strong interpersonal, team and community building skills
• The successful candidate will serve as a model for students, demonstrating a positive attitude, tolerance, patience, openness to new ideas and application of the program’s environmental ethic
• A familiarity with and an appreciation for the role and mission of a small, private liberal arts institution

Open Until Filled  Yes
In the “Applicant Documents” section of his/her application, interested candidates should submit, a cover letter of application, resume, and three letters of recommendation. Also, a copy of certifications and a trip log should be submitted as “other documents”.

Special Instructions to Applicant
Preference will be given to applications received by October 31, 2014, applications received after that date will be reviewed as needed. Review will continue until the position is successfully filled.

All offers of employment are contingent upon the finalist successfully passing a background (including criminal records) check.

Only on line applications accepted:
https://employment.stlawu.edu/postings/search

Questions about the position may be addressed to:
Dr. Catherine Shrady
Director of Outdoor Studies, Adirondack & Sustainability Semesters
mailto:cshrady@stlawu.edu