



Higher Ground USA

Job Description

Current as of: August 2024

Position Title	Part-time Seasonal Adaptive Snowsports Instructor
FLSA Status	Seasonal/Non-Exempt
Administrative Workweek	Sunday – Saturday, +/- 15 hours a week
Start Date	November 2024 –April 2025
Reports To	Adaptive Sports Program Managers
Compensation	Base pay: \$17-\$25/hr. Varies based on experience

Reporting to the Adaptive Sports Program Managers, the Part-time Seasonal Adaptive Snowsports Instructor is primarily responsible for the one-on-one ski instruction for all Higher Ground students with disabilities and a wide range of abilities and skills.

Position Responsibilities and Duties

Specified:

- Participate in all mandatory adaptive snowsports trainings
- Learn and display competency in all adaptive disciplines that we offer
- Survey current inventory of adaptive equipment and identify equipment operational status; inform supervisor of equipment needs/maintenance
- Ensure all safety rules, regulations and procedures are followed; and that safety procedures are implemented
- Complete an initial assessment of each student
- Plan and execute ski lesson
- Establish individualized goals with each student
- Evaluate and document student progress at the end of each lesson

Implied:

- Keep the Adaptive Sports Program team abreast of on-going activities and programming, in-line with critical information requirements
- Maintain schedule by clocking in and out of QuickBooks Time correctly
- Submit time-off requests at least 2 weeks prior to date

- Participate in all staff program meetings
- Integrate risk management into the planning and execution of all programming
- Participate in fundraising events as requested by supervisors

Key Interfaces:

- Adaptive Sports Program Team (Director, Managers & Coordinator)
- Volunteer Manager
- Participants & families
- Volunteers
- Directors, Managers and Coordinators of other HG departments
- Other adaptive sport organizations & partners
- Executive and Program Directors of other organizations that work with HG
- Physical and Occupational Therapists, school teachers
- All HG stakeholders

Position Scope:

- Prior coaching or teaching experience preferred
- Experience working with individuals with disabilities preferred
- Ski/Snowboard experience **required**
- Certifications and Licenses:
 - PSIA or AASI certifications preferred
 - Behavior Management Certification preferred

Requirements:

- Geographic Information: Primary responsibility in Hailey and Ketchum Idaho, but moderate travel may be required internal and external to the state of Idaho
- Travel
 - Select re-certification or certification events (PSIA/AASI)
 - Represent the organization at meetings, fundraisers, and special events
- Lifting equipment and gear up to 50-75 pounds
- Being flexible and adaptable in successfully managing the organization's growth
- **Weekend work is required – minimum of one weekend day per week**
- **At least 2 full days per week of availability is required**

Contact Info: To apply for this position, please submit a cover letter and resume to:

Maggie Johnson, CTRS, Adaptive Sports Program Manager

maggie@highergroundusa.org

715.651.4996

***Submissions without a cover letter will not be considered**

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