



2055 Purcell Way, North Vancouver, B.C. V7J 3H5

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## Hike Leader

**EMPLOYER:** Capilano University  
**ADDRESS:** 2055 Purcell Way, North Vancouver, BC V7J 3H5  
**JOB POSTING CLOSES:**  
**CONTACT PERSON:** Janelle Eisler  
**PHONE:** 604-986-1911 x 3404  
**EMAIL:** [janelleeisler@capilano.ca](mailto:janelleeisler@capilano.ca)  
**JOB LOCATION:** CapU Centre for Sport and Wellness      **WEBSITE:** [athletics.capilano.ca](http://athletics.capilano.ca)  
**WORK TERM:** Sept 2023-April 2024  
**POSITION TITLE:** Hike Leader

### DUTIES/RESPONSIBILITIES

The Department of Athletics and Recreation is currently seeking Hike Leaders to facilitate 1 to 2 hour day hikes around the Capilano University campus. This position reports to the Campus Recreation Programmer in the Department of Athletics and Recreation, Centre for Sport and Wellness.

The Hike Leaders will plan, guide and implement a group hike for variety of abilities. Hike Leaders will lead one or more hikes per month with the aim of increased engagement of both the student and employee populations in active health programming. Hikes will be held in the marked trails located near Capilano University.

#### Summary of Key Responsibilities:

- Under the direction of the Campus Recreation Programmer, the Hike Leader will guide hikes to participants attending registered hikes in the surrounding areas of the Capilano University
- Develop and implement the trail route for participants and review with the Campus Recreation Programmer to ensure the safety of the instructor and participants
- Provide instruction and education regarding the surrounding areas and wilderness safety to the participants
- Arrange for a substitute instructor from approved list of substitutes if unable to teach assigned hike. Notify Campus Recreation Programmer of any changes to availability in advance to avoid cancellation of classes.
- Maintain a safe environment and report any trail problems or safety concerns to the Campus Recreation Programmer
- Ensure all participants have completed their registration and filled in the appropriate waivers
- Accurately report attendance for weekly classes.

- If necessary, complete accident report forms
- Develop, monitor, and support clear and high standards of risk management and preparedness
- Shows and sound judgement to work off-site independently and in changing climate and trail conditions.

## SKILLS REQUIRED

### Certifications

- High school graduation or equivalent
- Standard First Aid and CPR C or equivalent
- 1-5 years of outdoor recreation experience in the North Shore Trail System in a leadership or volunteer role
- Enrollment in Capilano University Outdoor Recreation Degree is considered an asset
- Experience guiding hikes to a group of a variety of ages

### Other:

- Strong communication, customer service, and organizational skills are required
- Enthusiasm and positive energy that appeals to both the student and staff population
- Computer proficiency and ability to help create program plans as required
- Must be a team player and confident leading groups of students
- Must have a passion for outdoor physical activity and healthy living
- Previous experience in outdoor recreation facilitating is a strong asset
- Adaptable and willing to work safely in a variety of weather situations

**HOURS:** Each class runs for approximately 45 minutes weekly. Hours will vary depending on university closure dates, participant demands, and facility availability

**Rate of Pay:** Based on experience

*If interested, please submit a resume and cover letter:*

### Janelle Eisler

Campus Recreation Programmer, Department of Athletics and Recreation

Capilano University

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