



Sweet Briar College is a women's liberal arts institution, located in Central Virginia approximately 12 miles north of Lynchburg and 60 miles south of Charlottesville. Founded in 1901, the College's curriculum encompasses a comprehensive baccalaureate program in the arts, sciences and humanities, as well as graduate programs in education. It is one of two women's colleges in the United States offering an ABET-accredited engineering degree. As an Equal Opportunity Employer, Sweet Briar College is committed to enhancing our community and encourages applications from qualified individuals with varied backgrounds, experiences and ideas who would increase the diversity of the College.

Job Title: Director of Outdoor Programs

Classification: Exempt

Reports To: Dean of Student Life and Academic Support

Job Summary/Objective: The Director of Outdoor Programs is responsible for the effective leadership and daily operations of SBC Outdoors, the outdoor program. SBC Outdoors consists of an adventure trips program, instructor of leadership training programs, equipment rental program, and oversight of outdoor spaces on campus.

Position Type/Expected Work Hours: Full time, 10 months. This position requires frequent evening and weekend work during the academic year as well as serving in an after-hours on-call rotation.

Supervisory Responsibilities:

- Directly supervise 5-10 student employees including trip leaders and office support staff.

Essential Responsibilities:

- Design and coordinate outdoor programs, both on- and off-campus for students, faculty, and staff; both established events as well as new initiatives.
- Hire, supervise, train, evaluate, and direct all student trip leaders, apprentice trip leaders, and office staff.
- Provide instruction, both formal and informal, to students and other members of the College community in outdoor skills and related areas.
- Design and implement assessment of student learning in all program areas.
- Develop, monitor, and manage the budget for SBC Outdoors.
- Facilitate short- and long-term strategic goals for the department, and provide progress reports with relevant statistics.
- Conduct regular assessment of programs and services; making use of the outcomes.
- Work collaboratively with the Riding Center, Athletics, and Grounds in maintaining and developing the extensive on-campus trail network.
- Provide oversight and maintenance of on-campus outdoor spaces including a campsite, fire pits, and primitive log cabin.
- Teach a quarter-long 0.5-credit class, Hiking the SBC trails, through the Physical Education department.

- Manage existing partnerships across campus and develop new collaborative programming.
- Maintain community outreach in the development of the outdoor program.
- Maintain relationships with area colleges, regional and national professional groups and networks and seek opportunities to collaborate on programs.
- Plan and implement the Outdoor Women's Leadership School – a collaborative expedition-style training with the Hollins Outdoor Program to train student leaders and outdoor instructors.
- Coordinate the Sweet Day of Service program for Orientation
- Other duties as assigned by supervisor or designee

Required Qualifications:

- Master's degree in related field
- Minimum 3 years demonstrated experience in outdoor programming, adventure education, or related field
- Current Wilderness First Responder certification
- Demonstrated experience in successfully leading several of the following outdoor recreation activities: rock climbing, backpacking/hiking, caving, white water kayaking and canoeing, biking, skiing/snowboarding, stand-up-paddle boarding.
- Excellent written and oral communication skills, interpersonal skills, and organizational skills
- Valid driver's license

Preferred Qualifications:

- Previous experience in higher-education outdoor recreation and education programming.
- Current instructor certifications from the following organizations: AMGA, PCIA, LNT, ACA, or equivalent
- Wilderness First Aid and CPR instructor certification

Work Environment:

- This position requires frequent evening and/or weekend work during the academic year as well as serving in an after hours on-call rotation.

Physical Demands:

- Must be able to lift and carry up to 50lbs.

Travel: N/A

Deadline for Submission: Review of applications will begin immediately.

Other Duties: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

How to Apply: If applying for a faculty or staff position, please submit a [Sweet Briar College employment application](#), cover letter, résumé and three professional references to outdoordirector@sb.edu.