

2.0. Human Resources

2.B. Position Descriptions

SWOT (Sustainable Wilderness Out Tripping) DIRECTOR

Reviewed by Committee: January 13, 2025

Policy Reference: EL-1.2

The SWOT (Sustainable Wilderness Out Tripping) program is an educational program that links youth sustainability projects and the wilderness. Groups of up to 12 students will create sustainability projects and culminate in an extended overnight canoe trip.

This position is an out of scope position.

Reports to: Superintendent/CEO

Responsibilities:

- Recruitment and vetting of staff members for the program.
- Recruitment and vetting of participants in program.
- Organizing and running classroom sessions.
- Communication with school principals around student participation.
- Communication with schools around credit acquisition.
- Maintain contact with parents around trip goals, expectations and timelines
- Overseeing program finances and ensuring budgetary goals are met.
- Setting up extended overnight canoe plan.
- Creating safety plan for trip.
- Liaison with local emergency officials for trip.
- Maintain wilderness first aid requirements.
- Ensuring that program goals are being met.
- Organizing transportation and lodging
- Emergency participant support
- Conflict mediation