

## **Colorado Mountain College Position Description**

Title: Outdoor Technician, Part-time Maximum 28 hours per week  
FLSA Classification: Non – Exempt (Hourly)  
Hiring Rate: \$28.98 per hour

### Primary Responsibility

Under the direction of the Outdoor Studies Program Manager the Outdoor Technician provides logistical and administrative support to the Outdoor Education program. This may include, but is not limited to, facilitating on the challenge course, leading trail crews, leading climbing trips, maintaining the challenge course and helping with administrative duties.

This is a part-time position which is limited to 28 hours per CMC's workweek. CMC's workweek is Saturday through Friday.

### Pre-requisites for Position (Qualifications Standards)

Education and experience sufficient for the rigors of the position. Examples may include: Associate's Degree in Outdoor Education, or related field, plus 1 year of related experience, or equivalent education and experience. Or equivalent education and experience that will provide the necessary knowledge, skill and abilities to perform the functions of the position.

Special Skills or abilities related to position: attention to detail; organizational skills; familiarity with outdoor equipment maintenance and protocol of outdoor education.

Welcoming. Innovative. Focused on Student Success. These values reflect the soul of CMC. They guide us in building our teams, cultivating leaders, and expanding our approaches and mindset. They guide us to be an institution of higher education that's the right fit for every faculty member, staff, student, collaborative partner, and community member in our trust. Applicants must demonstrate a commitment to working effectively with students, employees, and community members of all backgrounds.

Bilingual (English/Spanish) or conversational language abilities preferred.

### Essential Duties

1. Facilitating on the Challenge Course

2. Maintaining Campus
3. Administrative Duties
4. Assisting Outdoor Studies Program Manager
5. Trail Work

Supervision Received

Position works within the framework of responsibilities but may require guidance at times.

Supervisory Responsibility

Position has no supervisory responsibility

Special Conditions of Employment

Successful completion of a background check including motor vehicles records report will be required. Incumbents in this position will adhere to all safety and compliance policies of Colorado Mountain College while performing all duties assigned. Position may require travel within the College district/service area, altered work schedules and/or evening and/or weekend hours.

Working Conditions

This position requires constant sitting, occasional walking, standing and driving; occasional handling objects, pushing/pulling; frequent reaching with hands/arms, and use of finger movements; occasional lifting, carrying, pushing or pulling objects up to 50 lbs. Constant written and oral communication and the ability to reason and analyze and perform calculations occasionally. Work is performed using a computer and standard office equipment daily and driving a vehicle occasionally.

CMC is committed to the full inclusion of all qualified individuals. As part of this commitment, the College will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a disability and require reasonable accommodation to ensure you have a positive experience applying or interviewing for this position, please direct your inquiries to our ADA Coordinator, Human Resources, [benefits@coloradomtn.edu](mailto:benefits@coloradomtn.edu)

HR Reference Information:	110.53281
Position group and code:	415160
Date of review:	10.23

NOTE: This position description is intended to indicate the basic nature of positions allocated to this class and provide examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned. Employee may perform other related duties as required to meet the ongoing needs of the organization.