The Graduate Assistant will assist the Assistant Director with operations of a comprehensive Campus Recreation Outdoor Recreation Program. Direct responsibility will be the Group Oriented Achievement and Learning Program (G.O.A.L) and RockWall Climbing Center operations. Evening and weekend hours will be required.

The GOAL program is operated at the Challenge Course and consists of low, high and portable elements. This program is focused on strengthening and developing leadership skills, teambuilding, interpersonal relationships, self-awareness and confidence. The RockWall Climbing Center is located at the newly expanded Student Recreation Center.

The Graduate Assistant will be expected to work an average of 25-30 hours per week. Other tasks or responsibilities may be assigned as needed.

**Qualifications:**

- Bachelor's Degree in Recreation, Physical Education or related field.
- Maintain a 3.0 GPA each semester in graduate level classes.
- Strong leadership and organizational skills.
- Strong work ethic.
- Ability to excel in dynamic and challenging atmosphere.
- Previous experience as a Climbing Gym Supervisor and or Floor Staff.
- Availability to work in the evenings and weekends.
- In depth knowledge of climbing industry safety standards regarding top rope, lead climbing, and route setting—preferred
- Challenge Course Facilitator/Training –preferred
- Current Wilderness First Aid Certification – preferred
- CPR, First-Aid, and AED current certifications.

The following is a list of responsibilities for each Outdoor Recreation area that the Graduate Assistant will assist in:

**Training**

- Training sessions for current and potential G.O.A.L. Program facilitators and RockWall staff.
- Coordinate in-service training for G.O.A.L. Program facilitators and RockWall.

**Scheduling/Staffing**

- Recruit, hire, and supervise G.O.A.L. Program and RockWall staff.
- Schedule and coordinate confirmation meetings and monthly staff meetings.
- Conduct daily maintenance operations for RockWall.
- Conduct monthly new RockWall routes setting.
- Create/update staff forms and maintain personnel records.
- Assign and oversee G.O.A.L. Program and RockWall staff job responsibilities.
- Supervise all scheduling conflicts.
- Lead day and weekend facilitations as necessary.
Fiscal Management
- Prepare budget proposals and annual reports.
- Monitor student wage budget for payroll.
- Monitor maintenance and operations budget.
- Maintain/improve current inventory of challenge course and RockWall equipment.
- Purchase equipment and supplies as needed.

Statistics & Evaluation
- Maintain statistical information of participation in the G.O.A.L. Program and RockWall.
- Manage the income generation of the G.O.A.L. Program and RockWall.
- Manage the daily operations regarding the G.O.A.L and RockWall. Program income generation during Fall, Spring and Summer semesters.
- Maintain payroll for G.O.A.L. Program facilitators and RockWall staff.
- Manage/evaluate risk management at challenge course and RockWall.
- Evaluate G.O.A.L. Program and RockWall staff each semester via verbal and written evaluations.
- Assist in the development of surveys and evaluation of G.O.A.L. Program and RockWall staff.
- Assist with the preparation and reporting of semester and annual GOAL Program and RockWall evaluations and assessments.
- Assist with strategic plan development.

Professional Development
- Be a member of Student Affairs committees as a representative of the Department of Campus Recreation.
- Attend scheduled Campus Recreation professional staff meetings and Campus Recreation Advisory Council meetings.
- Attend NIRSA state, regional, and national conferences, as possible.
- Present at professional conferences and workshops.
- Travel to other institutions to learn about and evaluate the policies, procedures, challenges and successes of their programs.

Appointment: 2-year appointment, based upon successful evaluations.
Application deadline: Currently accepting applications, will view until position is filled.
Starting Date: July 1, 2009.
Salary: $1,231.00/month; out-of-state tuition waiver.
Contact: Rodolfo Leone, Assistant Director of Campus Recreation.

*Candidates must be accepted by the Texas State Graduate College to be considered for placement.

For more information please visit our student employment website at:
http://www.campusrecreation.txstate.edu/Department/employment.htm

Please send a Letter of Application and Resume to:

Rodolfo Leone
Assistant Director Campus Recreation
Outdoor Recreation
601 University Dr.
San Marcos, Texas 78666-4616 phone: 512-245-8456
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