



T U L S A

PUBLIC SCHOOLS

Job Title: Challenge Course Operations Specialist

Department: Athletics
Reports To: Challenge Course Manager
Grade: BL-03
Number of Days: 12 Months
Security Access: Challenge Course
Current Date: April 12, 2013
Overtime Status: Exempt

Job Objectives: To enhance TPS core values. Also to increase all values that a challenge course builds in individuals such as problem solving abilities, communication, integrity, goal setting, desire to learn, work, dream, achieve more than they believe possible. The learning is not limited to our students but also to execute teacher trainings and corporate trainings.

Minimum Qualifications:

- Bachelors' Degree

Responsibilities and Essential Functions: The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Assist in managing multi-purpose high and low challenge course.
- Assist in training instructors for this course.
- Assist in developing curriculum for students, community, and corporate group.
- Assist in writing and implementing 6th and 9th grade curriculum and 8th grade
- Kayaking/Sailing/Wilderness Trekking Program.
- Munis.
- Challenge Course Computer Program.
- Scheduling of groups and instructors.
- Operate and write curriculum for Summer Camps.

Skills and Abilities Required: The following characteristics and physical skills are important for the successful performance of assigned duties.

- Assists in managing all operations of the Challenge Course.
- Coordinates required logistical support.
- Assists in training, certifies, supervises and evaluates course instructors.
- Assists in training, certifying, supervising, and evaluating all Wilderness, kayaking instructors.
- Develops curriculum that provides adventure and leadership education opportunities for all TPS students-specially at-risk and special needs.
- Interfaces with the local community.

- Makes presentations and solicits support.

Supervisory Responsibility:

- Assist in supervision of 40+ part-time staff.

Working Conditions: Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Working conditions will vary from an indoor/outdoor challenge course complex from lows to 55 foot off the ground.
- The weather conditions can range from nice to inclement.
- Work will be on land or water, sunny days, or during rain or snow.

Tulsa Public Schools is an equal opportunity employer offering employment without regard to race, color, religion, gender, national origin, age, sexual orientation, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events.