

Title

Course Logistics Manager

Status

Full time, seasonal (May 15 – Aug 15)

Pay

Paid position

Goal

To lead and direct Course Support Managers in providing support for all SROM courses before, during, and after the course. To provide oversight and accountability to SROM instructors during course preparation and closing.

Summary

The Course Logistics Manager will work with the Warehouse & Facilities Manager and Food & Equipment Manager to prioritize and address course needs. The Course Logistics Manager provides leadership and direction to Course Support Managers, and accountability and oversight to SROM instructors. The Course Logistics Manager works behind the scenes to lay critical groundwork for the successful execution of SROM courses. He or she should be prepared for long hours and demanding, fruitful work.

SROM Values

The applicant must believe in the centrality, supremacy, and lordship of Jesus Christ, and must desire to live as a disciple of Jesus Christ. He or she is expected to strive to grow in intimacy with Jesus, keeping Christ as the center and circumference of their life. He or she is expected to live in the light with Christian believers in the context of community, and strive to demonstrate the character of Jesus and the fruit of the spirit in daily Christian living. He or she must competently integrate faith and prayer into their job description and be committed to living for the glory of God as a lifestyle. The applicant must read and agree to SROM's mission statement and articles of faith which can be found on the website.

Qualifications

- 21 years of age with valid driver's license and good driving record
- Detail oriented; can delegate tasks well
- Managerial skills; Team-building skills
- Strong organization and project management skills
- Strong ability to problem solve
- Can complete tasks with little or no supervision
- Good communicator; active listener
- Self-motivated; excellent initiative
- Works well independently and as a team
- Proficient in Word & Excel; Can quickly learn new software (e.g., customer relationship management software)
- Preferred: Baseline knowledge of backpacking, rock climbing, and mountaineering equipment

Expectations

Reports to: SROM Directors; Food & Equipment Manager

- Direct and support Course Support Managers unto completion of tasks (vehicle maintenance, food bins stocked, equipment maintenance, etc.)
- Equipment organization and planning
- Calendar recording, planning and coordination
- Provide assistance and oversight to field instructors
- Facilitate equipment repairs and maintenance
- Assist Warehouse & Facilities Manager and/or Food & Equipment Manager with tasks
- Drive SROM vans with trailer for course pick-ups and drop-offs
- Plan & execute course closure parties
- Assists with student evacuations and/or emergency situations