

**Title**

Course Manager

**Status**

Full time

**Pay**

All full time staff fundraise for their salary, similar to many campus ministries or mission organizations. SROM provides tools to help with this process, and require minimum benchmarks for its full time employees.

**Goal**

The Course Manager will work with the Course Management team to plan, prepare, organize, implement, execute, debrief, and close all SROM program courses.

**Summary**

This position is critical to the successful execution of every SROM course. As a part of the Course Management team, the Course Manager will work closely with the Permitting Manager to maintain and develop course itineraries.

**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**

- Bachelor's degree or higher
- Five years of experience in outdoor education and/or wilderness leadership
- Excellent in noticing and managing details; excellent organizational skills
- Strong problem-solving skills
- Can complete tasks with little or no supervision
- Good communicator; active listener
- Self-motivated; strong initiative
- Works well independently and as a team
- Good research and resource gathering skills
- Proficient in reading a topographical map
- Preferred: Baseline knowledge of backpacking, rock climbing and mountaineering gear

**Expectations**

*Reports to: SROM Director, Course Management*

- Detailed project management
- Course itinerary design
- Course planning and logistics
- Driving SROM vans with trailer
- Equipment organization, planning, and coordination
- Event planning and management
- Course calendar recording, planning and scheduling
- Assist with student evacuations and/or emergencies
- Function in a team during any crisis management