



## **Outdoor Recreation Council of Appalachia (ORCA)**

### **Sustainable Recreation Intern Position Description**

#### **Ohio University Community Work Study**

**Position Overview:** ORCA is seeking a Sustainable Recreation Intern to assist with leading trail maintenance work days, coordinating volunteer management and outreach, leading and coordinating the Baileys Summer Youth Trail Crew, maintaining trail tools, administering a volunteer trail maintenance program at the Baileys Trail System, and assisting with other tasks as needed for ORCA summer operations. Additional duties may include trail sign and materials development, volunteer hour tracking and reporting, event planning, trail construction coordination, and attending meetings with community members and regional stakeholders. The intern will work alongside ORCA's team and partners like the Wayne National Forest and other regional stakeholder organizations. The Sustainable Recreation Intern will report to ORCA's Director of Sustainable Recreation and other staff/ partners as instructed.

**About ORCA:** The Outdoor Recreation Council of Appalachia (ORCA) was established in 2019 to utilize Appalachian Ohio's plentiful outdoor recreation assets, to diversify the regional economy, and to provide social, environmental, and health benefits for Ohioans ([www.orcaohio.com](http://www.orcaohio.com)). ORCA is managing the development and operations of the world-class Baileys Trail System, in partnership with the Wayne National Forest and Athens Bicycle Club ([www.baileystrailsystem.org](http://www.baileystrailsystem.org)).

**Position Schedule:** ORCA is seeking to fill the Sustainable Recreation Intern Position beginning on Ohio University's Summer Semester First Session Open Date of Monday, May 12. The Work Study student may have hours eligibility differ between the first and second summer semesters. The position will conclude on Ohio University's Summer Semester Second Session Closing Date of Saturday, August 16.

Ohio University Work Study Students may be eligible to work up to 36 hours per week from May 12 – August 16. ORCA will coordinate with applicants to create a schedule that works with the number of hours they have available. Work hours will be during an 8am-5pm M-F regular office schedule with some evening and weekend commitments.

Opportunities to continue the position into the fall will be available depending on the student's work study eligibility and interest.

**Qualifications:** This position requires the ability to work independently and within a team setting, oftentimes managing multiple tasks at once. Excellent verbal and written communication skills and the ability to work with volunteers, the general public, and youth is required. The intern should be prepared for work in an office setting as well as outdoors in a variety of conditions (heat, cold, insects, etc.). The intern should be comfortable learning about and using trail tools and hiking extended distances over

rough terrain. Ability to ride a mountain bike and familiarity with mountain biking is preferred. The intern must have reliable transportation and a valid driver's license, as well as the ability to work occasional evenings and weekends. The intern must have access to a personal laptop computer. Work will be in-person at ORCA's office at 296 S. Harper St., Nelsonville OH 45764, remote, and throughout the Baileys Trail System as needed.

ORCA will adhere to all regulations concerning non-discrimination and equal opportunity regulations as outlined in federal and state law. ORCA makes this program available to all without regard to race, color, national origin, sex, gender identity, sexual orientation, age, disability, political affiliation and religion.

ORCA's values, which guide our work are: community, quality of life, sustainability, innovation, inclusivity, and shared stewardship.