



Job Announcement:
Program Coordinator

Doylestown Rock Gym is seeking a dynamic individual to join our team! We are looking for an individual who has a passion for teaching climbing. You will work with our Program Manager on administrative tasks and ensure quality of program delivery. We are looking for a team member that is capable of taking on a leadership role in one of the following areas:

Youth Programming

- Year round instructional and club programs
- Summer camp planning and execution

Adult and Outdoor Programming

- Adult oriented instruction, clinics and classes
- Private and group outdoor guiding for various ages and experience levels (SPI preferred or assessment ready)

PRIMARY DUTIES

1. Assist Program Manager with scheduling and execution of instructional climbing programs.
2. Write and evaluate lesson plans.
3. Provide insight and feedback on facility and program needs.
4. Assist with staff training and mentoring of program staff.

MINIMUM QUALIFICATIONS

- Minimum of two-years' experience in the climbing industry or equivalent personal climbing experience.
- CWI certification or ability to obtain certification with lead endorsement within 90 days of employment.
- Possess current First Aid and CPR certifications or acquire training with 30 days of employment.
- Strong interpersonal skills in relation to customer service and staff management.
- Ability to act independently on tasks as well as contribute to a team driven environment.

PREFERRED QUALIFICATIONS

- Possess or pursuing a degree in recreation, leisure studies, sport management, education, or related field. Equivalent work experience in a management or supervisory role will be accepted.
- 1-2 years outdoor climbing experience including ability to build anchors and manage climbing site.

COMPENSATION

- Full Time Hourly; Salary range of \$18-\$22 per hour depending on experience
- Health and dental benefits
- Paid time off
- Simple IRA plan available with employer match
- Gym membership
- Pro-purchase and other discounts available

HOW TO APPLY

- Send cover letter and resume to address below or e-mail to dana@doylestownrockgym.com