



## 2020 POSITION ANNOUNCEMENT

# PARKS IN FOCUS TRIP LEADER, TUCSON

Parks in Focus® is a program of the Udall Foundation that provides opportunities for middle school youth from underserved communities to explore nature and our public lands through photography, positive outdoor experiences, and environmental education.

## POSITION OVERVIEW

The Udall Foundation is seeking an enthusiastic, organized, and highly motivated individual to lead Parks in Focus activities with groups of Tucson youth. The trip leader will organize and lead classroom visits, field trips, and overnight camping trips for groups of youth from Boys & Girls Clubs, Big Brothers Big Sisters, schools, and other youth-serving organizations.

The selected trip leader will receive training, be provided with program curriculum and resources, and work closely with staff from the Udall Foundation, our partner youth organizations, and volunteers. They will also provide support behind-the-scenes with a variety of tasks including but not limited to managing camping and photography gear, installing exhibits, drafting social media content, staffing outreach events, and assisting with other administrative functions.

Hours will vary each week depending on the activities planned (average of 20-25 hours/week). Weekday, evening, weekend, and overnight activities are common. The position will begin in late February and continue through at least August 2020. There will be an opportunity for increased hours in the months of June and July as well as an opportunity for the position to continue beyond August 2020 if performance is satisfactory and other considerations, such as funding, are obtained.



**PHOTO BY:** Adan, age 12, a 2019 participant from the Boys & Girls Clubs of Tucson



**PHOTO BY:** Deanna, age 10, a 2019 participant from the Boys & Girls Clubs of Tucson



**PHOTO BY:** Darkenya, age 14, a 2019 participant from Talent Search TRIO



## PARKS IN FOCUS DUTIES

### Training & Program Preparation

- Attend a multiday training program in Tucson (dates TBD).
- Become familiar with Parks in Focus mission, goals, curriculum, and resources.
- Visit activity sites for scouting and risk management planning.
- Shadow other Parks in Focus staff during several local outings.

### Program Implementation

- Host info meetings for participants, parents, and partners.
- Finalize activity itineraries and handle all logistics (e.g., food purchasing).
- Lead assigned Parks in Focus activities and field trips.
- Ensure activities run smoothly and safely.
- Teach photography curriculum and meet educational goals for each activity.
- Work with participants to develop their photography skills.
- Lead games, songs, journaling, and other activities with participants.
- Help energize and motivate participants, partner staff, and volunteers.
- Ensure activities are well documented through photo and video.
- Ensure all participant forms and evaluation data are gathered and complete.

### Program Reporting & Other Tasks

- Provide scheduled updates and reports to supervisor.
- Organize all photographs, video footage, and evaluation data.
- Prepare photo highlights for all participants, staff, and partners.
- Perform other administrative tasks as assigned.

### DESIRED QUALIFICATIONS

- Love of the outdoors and ability to spark that love in others.
- Experience working with middle school youth in outdoor and overnight settings.
- Experienced and comfortable with camping, hiking, and being outdoors.
- Ability to assess and manage risks associated with outdoor activities.
- Interest in photography and willingness to learn and teach basic curriculum.
- Positive, upbeat attitude, and ability to adapt to changing demands.
- Strong writing, communication, teaching, leadership, and teamwork skills.
- Knowledge of Tucson parks and natural areas highly desired.
- Ability to lead and participate in physically challenging outdoor activities (e.g., extensive walking, hiking, backpacking, and camping) while carrying heavy objects.
- Valid driver's license, clean-driving record, and access to reliable transportation.
- Must have current First Aid and CPR certifications prior to start date.
- Wilderness First Aid certification highly desired.
- Lives in or near Tucson (housing is not provided).
- Must be available evenings and weekends.
- Must be a U.S. citizen.
- Must be willing to provide fingerprints for a criminal background check or present a valid fingerprint clearance card from the State of Arizona.

### PAY & PERKS

- \$16/hour (average 20-25 hrs/wk from Aug to May; 40 hrs/wk in June and July).
- Mileage reimbursement for personal vehicle use for pre-approved travel.
- Food, campsites, and rental vehicle provided for scheduled overnight activities.
- Desk and office space at the Udall Foundation.
- DSLR digital camera to use for duration of employment.
- College credit (if applicable).

### FOR MORE INFORMATION

Visit the Udall Foundation's website at [udall.gov](http://udall.gov).

### HOW TO APPLY

Please submit a cover letter describing your interest in the position and relevant qualifications, a current resume, and contact information for two professional references via e-mail to:

#### Mike Kruse

Program Coordinator  
Udall Foundation

130 S. Scott Ave., Tucson, AZ 85701  
[kruse@udall.gov](mailto:kruse@udall.gov)

#### PLEASE NOTE:

Your cover letter must include the following statement:

"I certify, upon penalty of perjury, that I have never been arrested for or charged with a crime involving a child, or that the explanation attached to this agreement, which includes a description of the disposition of the arrest or charge, is true and complete."

## DEADLINE TO APPLY

5 p.m. (MST) on  
Friday, Feb. 7, 2020



parks in focus  
Udall Foundation