



# INSTRUCTOR APPLICATION

## Personal Information

Last Name	First Name	Date
Mailing Address		
City	Province	Postal Code
Day Phone	Evening Phone	Cell Phone
Are you legally entitled to work in Canada?	<input type="checkbox"/> Yes <input type="checkbox"/> No	E-mail

Dates of Availability (mandatory staff trainings are held in early April and September):

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Are you willing to complete a Criminal Record check as a condition of employment Yes    No

## Employment Background

Company Name	Position	Dates	Phone	Supervisor

## Education and Certification (Please include 1st Aid, CPR, Canoeing, Whitewater etc...)

School/ Company Name	Degree/Certification	Year Attended/ Exp. Date

**Education and Certification cont'd...**

Do you hold a minimum **40hr Wilderness First Aid** certification (**valid if within 3 yrs from date of issue**)?

Certification: \_\_\_\_\_ Yes No  
Expiry date: \_\_\_\_\_

Do you hold a canoe instructor certification?

Certification: \_\_\_\_\_ Yes No  
Expiry date: \_\_\_\_\_

Can you instruct in other languages?

French German Spanish Other: \_\_\_\_\_ Yes No

Do you hold lifesaving or lifeguarding certification?

Bronze Medallion Bronze Cross NLS Expiry date: \_\_\_\_\_ Yes No

Do you hold a BC class 4 driver's license?

Yes No

**Teaching Background**

The following section will help us to further understand your teaching experiences as they relate to Strathcona Park Lodge's Core Curriculum: Outdoor Skills, Environmental Awareness, Personal Growth and Group Development. ***This is an indicator of your teaching skills, not your personal technical ability. Please do not feel unqualified if you do not have training in all of the categories.***

**1** = No experience    **2** = Limited Experience    **3** = Extensive Experience    **4** = Assist Instruct    **5** = Instruct

	1	2	3	4	5		1	2	3	4	5
<b>Personal Growth / Group Development</b>						<b>Outdoor Skills: BOATING</b>					
Ropes Course						Canoeing-Whitewater					
Initiatives						Canoeing-Flatwater					
Leadership						Kayaking-Whitewater					
Debriefing						Kayaking-Ocean					
Conflict Resolution						River Rescue					
Expedition Behaviour						<b>Outdoor Skills: ROCKCLIMBING</b>					
<b>General Campcraft</b>						Top Roping					
Survival Skills						Rappelling					
Leave No Trace Ethics						Managing a Climb Site					
Fire Building						<b>Outdoor Skills: MOUNTAIN SKILLS</b>					
Out-Trip Cooking						Map and Compass					
<b>Environmental Awareness</b>						Rope Systems					
Ecology						Snow Travel					
Geology						Ice Axes					
Weather						Glacier Travel					
Flora and Fauna						<b>Outdoor Skills: MISCELLANEOUS</b>					
Animal Life						Caving					
Conservation						Mountain Biking					
						Sailing					

## Technical Skills

Please list the most significant experience in each of the following areas. We are most interested in trips where you were responsible for yourself and/or for others. In this section, please do not include training, school, or guided trips where you were not the one who was ultimately responsible. Feel free to attach additional sheets if necessary.

### ROCK CLIMBING

Date	Route	Location	Grade	Comments

### MOUNTAINEERING

Date	Peak and Route	Location	Description and comments

### WHITewater BOATING

Date	River and Section	Location	Class	Type of Boat and Trip (Leader or personal)

### SEA KAYAKING/FLATWATER CANOEING

Date	Body of Water	Location	#of Days	Type of Boat and Trip



## Leadership Experience

Describe below any experience you have had working with the following populations: Children (age 6-13), adolescents (age 14-18), youth at risk, adults, special needs, foreign languages etc. Please use additional paper if necessary.


## References

Please list three employment references below. Please ensure that they are people who are familiar with your work, and who will be able to comment accurately on your skills as a professional.

Name	Address	Phone

Please send/fax/email your completed Application to:  
**Chief Instructor**  
**Strathcona Park Lodge and Outdoor Education Centre**  
**41040 Gold River Highway**  
**P.O. Box 2160, Campbell River, B.C. V9W 5C5**  
**Fax: 250.286.6010**  
**chiefinstructor@strathcona.bc.ca**

We accept resumes from qualified instructor candidates on an on-going basis, throughout the season.

## Working For Strathcona Park Lodge & Outdoor Education Centre

### WHAT IS STRATHCONA?

Strathcona Park Lodge and Outdoor Education Centre (SPL) is the largest and longest running outdoor education centre in Canada. Established in 1959 by high school teachers, Myrna and Jim Boulding, the Lodge still maintains its “family-run” feel. Since then, more than 70 thousand students and guests from all over British Columbia and the world have visited SPL; the Lodge hosts over 5000 students annually. We are not your typical summer camp or resort. We operate both as an experiential outdoor education destination as well as a lodge accommodating guests, from local to international travelers. Our programs are designed to challenge participants physically, mentally and emotionally to take on new experiences, develop and grow while enhancing awareness of their environment.

### STAFF

SPL is devoted to providing the highest quality of outdoor recreation and experiential learning. We require a competent, committed, and team-focused instructional staff whose passion is to provide others with positive learning experiences in a supportive, non-threatening and inclusive environment. We look for instructors who are interested in facilitating meaningful experiences that contribute to the growth of their students and guests. We also look for individuals who are motivated and committed to grow and develop as people and as professionals. All staff must work well in team situations, and be willing to work long hours. Outdoor education can be very demanding and requires enthusiasm and vision to ensure a positive experience for both the student and the teacher. Ultimately, our instructors are people with a balance of outdoor, technical, and interpersonal skills.

### STRATHCONA STANDARDS

All applicants require experience in teaching and leading in an outdoor setting with strong group facilitation and risk management skills. We seek people who have solid technical skills with personal and/or institutional experience in canoeing, rock climbing, ropes courses, multi-day backcountry travel, and whitewater/ocean paddling.

### EXPERIENCE AND QUALIFICATIONS

**Minimum Requirements:** Certifications **MUST** be current!

- 40hr Wilderness First Aid (valid if within 3 years from date of issue)
- CPR Level “C” (valid if within 1 year from date of issue)
- Willingness to complete a Criminal Record check
- Legally entitled to work in Canada

**Preference Give to Applicants with Additional Certifications including:**

- COLT or equivalent outdoor leadership training/diploma/degree
- BC Recreational Canoeing Association Flat-water Instructor certification or equivalent
- Bronze Cross or higher lifesaving/lifeguarding certification
- BC Class 4 Drivers License
- Canadian Sea Kayak Guide Alliance Guide certification or equivalent
- Swift water Rescue Technician
- Ability to instruct in French
- Outdoor education teaching experience
- Extensive personal outdoor experience

**Spring and/or Fall Instructional Seasons:** Requires applicants to have a strong background in teaching and leading in the outdoors and working with youth. During these parts of the season the emphasis is on school programs, students aged 9 to 17, with an average age of 14. The focus is student learning and growth and therefore demands a high level of interest and energy on the part of the instructor. An engaging personality is essential.

**Summer Instructional Season:** Experience guiding or in the area of adventure tourism is an asset. An engaging personality is essential.

## PROGRAMS

SPL programs aim to provide students and guests with a comprehensive experience, helping them to heighten their awareness and appreciation for the outdoors while developing self-esteem, leadership and interpersonal skills.

### Spring season (March – June)

The focus is on school programs, typically 5 days in length. Students range in age from 9-17 and come primarily from the BC lower mainland and Vancouver Island. Instructors function as outdoor experiential educators.

**Adventure Program** – This is our signature program that introduces students to a variety of lodge-based outdoor activities including canoeing, kayaking, rock climbing, ropes courses, survival skills, orienteering and environmental education. Most of these programs also incorporate a one night out-trip. The instructor to student ratio on these programs is 1:10 and each group is accompanied by one teacher/parent chaperone.

**Specialty Program** – This program allows students to focus on one skill. Courses include canoeing, whitewater and ocean paddling, backpacking, rock climbing, primitive skills and trail building. All of the programs are multi-day and have an instructor to student ratio of 2:10.

### Summer season (July – August)

We deliver a variety of programs during the summer season that cater to a wide spectrum of clientele from families with young children, teenagers to seniors. This is our most varied season. Instructors generally function in the more polished role of a guide. Please check our web page, [www.strathcona.bc.ca](http://www.strathcona.bc.ca), for more details of each of the programs listed below.

**Private Guide:** Custom activities ranging from single day to week long trips. Instructors function in more of a guiding role, with an outdoor experiential educator foundation behind them.

**Adventure Unlimited:** Our feature summer product for people of all ages and sizes; expect anything from families with young children, couples or seniors. In this program, clients choose the activities they would like to participate in. Activities may include any of the Adventure Program activities, day hikes, waterfall tours, overnight camping or a day of whitewater on a local river – they choose it, we do it! Instructors function in more of a guiding role, with an outdoor experiential educator foundation behind them.

**Alpine to Ocean Adventures:** Custom trips for adults with an instructional focus, ranging from multi-day sea kayaking to backcountry mountain travel. Instructors function in more of a guiding role, with an outdoor experiential educator foundation behind them.

**Family Adventure:** Our classic Adventure Program geared toward families.

**Intergenerational Adventures:** Our classic Adventure Program geared toward seniors and their grandchildren; run in conjunction with Road Scholar (Elderhostel International).

**Wilderness Adventures:** An adult only lodge based program with on site and off site day trips. It includes a dinner centered on the traditional smoking of local salmon. This program is run in conjunction with Road Scholar (Elderhostel International).

**WYLD Expeditions:** (Wilderness Youth Leadership Development): Multi-day expedition-style courses for youth aged 12-17, focused on building students' self reliance, outdoor and interpersonal skills. Instructors function as outdoor experiential educators.

### Fall season (September – October)

The focus turns back to school programs, with an emphasis on Specialty Programs.

### NUTS AND BOLTS

**Location:** We are located 40 Km from Campbell River on the Gold River Highway (Hwy 28). We are considered a remote location and this comes with both advantages and disadvantages. There is no public transportation to/from SPL. It can be difficult to get to/from town if you do not have your own vehicle; however people often offer rides and carpool.

**Communication and Amenities:** Due to our more remote location, we do not have standard phone land lines. Our communication systems operate via radio and/or satellite signals. Staff has access to a public radiotelephone, which is relatively expensive to use and also to a small computer room that has internet, thus making skype an option. It is recommended that staff bring their own laptops for their personal use. There is no cellular phone coverage in this area. We also have a small store on site that sells such basics as toothpaste, batteries, snacks, beer, wine and SPL clothing and souvenirs.

**Compensation:** – The pay scale at SPL is based on experience, certification and seniority. Wages range from \$88-\$106 per day. The exact per day rate is determined on the Instructor Wage Sheet prior to commencing work.

**Accommodation:** – Staff housing is allocated according to length of season and on individual seniority. Accommodation options include: tent platforms, dormitory style rooms, shared cabins and private rooms or cabins. Features such as plumbing, electricity, wood/propane heat vary amongst accommodations. Accommodation costs range from \$0 to \$90 bi-weekly, with the average bi-weekly cost being \$35. Any staff member wishing to supply their own accommodation (e.g. trailer) must have prior approval of the Executive Director and should make such requests known when applying. Dogs are permitted but accommodation options for staff with dogs are limited to those on our upper property; dog owners should make such requests known when applying.

**Utilities:** Staff is charged a fee of \$1 per day for the use of power, internet, water and laundry.

**Food:** Staff is charged a fee of \$10/day for food which includes 3 buffet meals per day, hot beverages and out-trip food for personal trips.

### APPLICATION PROCESS

The hiring process begins in February and is usually done by mid-March, although we do accept applications on an ongoing basis. Once your application has been received it will be reviewed. If your application meets our criteria you will be contacted in order to arrange a telephone interview. Please include a current phone number and email address with your application so that we may be able to contact you.

Please submit your application no later than February 15<sup>th</sup>. If you have missed this deadline we do welcome and encourage applications on an ongoing basis as we sometimes have unexpected needs and therefore hire during the season. We offer positions for the full season (March to October) as well as a limited number for part seasons (spring, summer or fall).

If you are offered and accept a position, you must attend mandatory staff training and assessment. This training is unpaid, however food and accommodation is compensated for during this time period.

*Thank you for your interest in being part of our Instructional Team!*