



## **River Program Specialist (\$18/hour)**

FOWR's five (5) **River Program Specialists** play a key role in supporting the planning and execution of FOWR's core programs under the direction of the Field Operations Director. This is a seasonal contractor position running from mid-May to mid-September 2025, with a shorter contract option available for students returning to school for the fall 2025 semester.

### **Primary Responsibility (70-80%): Outdoor Education Program**

The majority of the Specialist's time will be spent teaching and guiding two types of Outdoor Education programs. Water Connection Camps are week-long expeditions for youth ages 13 to 18, designed to provide immersive outdoor experiences. River School offers single-day group programming for adults and youth ages 10+. Both programs emphasize river safety and focus on educating participants about the history, shoreline and aquatic wildlife, riparian flora, environmental science and water quality while traveling on FOWR's fleet of inflatable rafts.

### **Secondary Responsibility (10-15%): Environmental Justice Program**

The Specialist will also contribute to the Environmental Justice Program by guiding and participating in canoe-based White River Cleanups for volunteer groups as large as 40 people. The Environmental Justice Program focuses on river-based outreach to underserved communities in Indianapolis, and strives to prevent illegal dumping, improving equitable access to river recreation, and assisting in the removal of debris from the White River and its tributaries.

### **Secondary Responsibility (5-10%): Watershed Restoration Program**

The Specialist will also contribute to the Watershed Restoration Program by assisting with invasive species removal and streambank stabilization through Stream Stewards workdays. This program emphasizes best practices for erosion mitigation, soil stabilization, and the installation of native plants. Collaboration with the Marion County Soil and Water Conservation District ensures the application of current best management practices.

### **Additional Responsibilities**

- Ensure the health, welfare, and safety of students, participants, volunteers, and staff during program operations by identifying, assessing, and managing environmental and social risks within their scope of experience.
- Assist with logistical functions such as purchase of food and snacks, packaging of meals, student transport, equipment resupply, gear and equipment maintenance, and facility support.
- Complete program documentation including program evaluations, self evaluations, program preparation documents, and debriefs.
- Adhere to FOWR operating procedures, safety policies and emergency procedures outlined in the FOWR Staff Handbook, FOWR Operations Handbook, and verbal instructions from supervisor.
- Other duties as assigned.

**Applicant Requirements:**

- Must be 18 years of age or older.
- Have ability to clear federal and state background checks.
- Have or have ability to obtain Current Wilderness First Aid (WFA) certification and Adult CPR/AED certifications required. (A 2-day WFA training is scheduled for May 7 and 8, 2025)
- Hold a Valid Driver's License.
- Have reliable transportation to and from work.
- Must pass the 9-day training FOWR staff training course.
- Have ability to work effectively with students 10+ years in age, students who have never paddled before, and students from various backgrounds.
- Have ability to work in a team environment and support FOWR philosophy and mission.
- Have ability to swim and be comfortable in and around moving water, and be able to wade in chest deep water
- Have the ability to wear a life jacket for a long period of time.
- Have the ability to effectively communicate with supervisors, coworkers, students, and program participants.
- Must work well in a team environment and maintain a positive attitude while working outdoors, regardless of weather or season.
- Must use appropriate language and behavior while acting as a role model for students
- Must uphold FOWR's zero-tolerance policy for incidents of child abuse and neglect as protecting our minor students against abuse and neglect is of the highest priority.

**Daily Expectations:**

- Be on time and be ready to go.
- Stay until the job is done.
- Anticipate problems.
- Take initiative.
- Help your teammates.
- Accurately record hours worked.
- Make measurable progress.
- Attend Weekly Logistics/Debrief/Prep day on Friday.

**Helpful Previous Professional Experience**

- Classroom Teacher (Physical or Social Sciences)
- Experiential Educator
- Wilderness Expedition Leader
- Naturalist
- Challenge Course Facilitator
- Camp Counselor
- Environmental Field Technician
- Raft Guide
- Scuba Instructor

**Working conditions:**

Friends of the White River staff are required to work in the outdoors. Tasks will involve sitting and walking at will, paddling on moving water for multiple hours at a time, walking/standing for long periods, walking on uneven terrain, pushing/pulling and lifting objects up to 60 lbs, speaking clearly, close and far vision, hearing communication, and occasional exposure to adverse weather conditions and high/low temperatures.

**Seasonal Schedule:**

The program season begins on May 12th, 2024 and ends on September 19th, 2024. Additional work may be available through early November that is outside the scope of this contract.

FOWR is closed most weekends

Unpaid break weekdays are:

May 23rd and May 26th (Memorial Day Break)

June 30th through July 4th (Mid Summer Break)

August 4th through August 8th (Late Summer Break)

**Weekly Schedule:**

Friends of the White River staff are expected to work Monday through Friday (35-45 hrs/week). If required to work a Saturday, a comp day will be provided the following Monday.

**Benefits:**

River Program Specialists do not receive paid Holidays or paid voluntary Paid Time Off.

5 days of sick leave are available for staff to use during the season.

FOWR does not offer any medical or retirement benefits for Seasonal Staff

**Training course:**

There is a 9 day paid mandatory training course for all River Program Specialists May 12th-16th and May 19th-22nd. At least one day will include attending an evening meeting of the FOWR Board of Directors.

Any River Program Specialist who does not meet expectations at the conclusion of the training period may be terminated.

**Compensation:**

FOWR River Program Specialists will be paid at a rate of \$18/hr. A Seasonal staff member can expect to earn up to \$12,240 during the 17 week program season.

**FOWR's Mission**

Friends of the White River (FOWR) exists to protect, preserve, and promote our vital resource for communities in Central Indiana by connecting people to the White River.

Friends of the White River advocates for a clean, healthy river ecosystem. We secure the necessary resources to educate, inform, and collaborate with the community including



individuals, educators, government, business and other organizations, to sustain the long-term viability of the White River as a unique natural resource of Indiana now and for future generations.

### **FOWR's Commitment to Diversity:**

Friends of the White River is committed to providing an equal opportunity for employment to individuals regardless of age, race, color, creed, citizenship status, national origin, ancestry, religion (including religious dress and grooming practices), sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender identity or expression, sexual orientation, physical or mental disability, pregnancy, military or veteran status, genetic information or any other similarly protected status in accordance with federal, state or local law, ordinance or regulation.

### **Application Instructions:**

To apply, please send an email to [info@friendsofwhiteriver.org](mailto:info@friendsofwhiteriver.org) with the subject line: **“River Program Specialist Application”**. Include the following in your submission:

- Your name and contact information
- A short paragraph explaining why you are interested in this position (a formal cover letter is not required).
- Attached PDF document(s) containing:
  - Your 1 to 2-page resume detailing relevant education and experience.
  - A list of 2-3 references, including their name, job title, place of employment, and email address.

Applications will be reviewed on a rolling basis. Virtual interviews will be scheduled for the week of February 10, 2024.