



## High School Outdoor Education Coordinator Job Description

**This is a .75FTE exempt faculty position  
Start Date: August 2021**

### **Summary:**

The San Francisco Waldorf High School is seeking an enthusiastic and experienced Outdoor Education Coordinator and Trip Leader starting August 2021.

Our ideal candidate will have extensive experience in leading adolescents on trips that are challenging both physically and mentally and will have a high degree of skill in managing experiential learning environments and Rites of Passage journeys.

We are looking for a candidate who wants to join a Waldorf faculty and work in a highly collaborative environment. We are interested to learn what ideas the candidate might like to bring to the high school curriculum.

Waldorf Education is the fastest growing independent school movement in the world. This dynamic, 100-year-old approach to child development and education—based on the teachings of Rudolf Steiner—is continually reinventing itself to meet the needs of current students. Waldorf education inspires life-long learning in students and enables them to fully develop their unique capacities.

The San Francisco Waldorf School (SFWS) was founded in 1979 and serves more than 450 students across a parent-child program, a nursery program, kindergarten, and the first through twelfth grades. The high school campus is in the West Portal neighborhood which is easily accessed via Muni lines.

### **Responsibilities of the Outdoor Education Coordinator include, but are not limited to:**

- Scouting locations for all trips (4-5 day/3-4 overnight) for grades 9-12
- Booking sites for all trips
- Booking transportation for all trips (some in-house transportation is available)
- Purchasing food for all trips
- Leading all trips with teachers, parent volunteers and one assistant (34-40 days per year)
- Liaising with teachers to organize class groups into teams for trip tasks: set-up, cooking, clean-up etc.

- Part of the 9<sup>th</sup> grade Orientation team. Leading the hikes and nature part of the program
- Leading two periods weekly of OE activities as part of the PE program
- Member of the Safety Committee on the High School campus
- Class Sponsor and/or Academic Advisor

The candidate will have specific skills in outdoor trip leadership that include:

- Hiking
- Backpacking
- Naturalist skills
- Solo Experiences
- Facilitating adolescent group processing
- Program oversight and management including health and safety of students
- Trip staff selection; hiring and supervision
- Transportation safety and procedures
- Equipment management and maintenance
- Curriculum development

### **Qualifications**

- Bachelor's degree required
- Waldorf Teacher Training completed or the willingness to begin a Waldorf Teacher Training program by the second year of employment with SFWS
- Experience planning/leading outdoor trips required
- Outdoor/Environmental/Nature Connection education teaching experience
- Significant experience working with teens
- Wilderness First Responder (or higher) certification

### **Benefits and Compensation:**

This is a .75FTE position with full benefits including medical, dental, flexible spending plans, retirement plan (employer contributions after one year of employment), and tuition remission for eligible dependents. Salaries are paid on a 12-month schedule.

### **Physical Requirements and Work Environment:**

- Be able to lift to 30+ lbs.
- Work often in outside weather conditions, including heat and cold
- Regularly sitting or standing 4-8 hours

**FLSA Classification:** Faculty; Exempt from overtime

**Reports to:** High School Chair

**Hired by:** High School Steering Committee

**Date Modified:** February 2021

San Francisco Waldorf School is an equal opportunity employer that does not discriminate based on race, ethnicity, age, gender, or any protected class. We recognize that the range of ethnicities, nationalities, languages, socio-economic backgrounds, sexual orientation, learning differences, and life experiences within our community enhance the school's learning environment, and we are committed to fostering equity and inclusion.

Please send resume and letter of interest to [jobs@sfwaldorf.org](mailto:jobs@sfwaldorf.org)