

## 2023 TREK Logistics Support Team Member Position Description

The TREK Logistics Support Team is essential to getting TREK trips out the door and packed back in after the program. It is a heavy lift and many hands make light work! The position is perfect for folks looking to get involved with TREK, Civic Engagement, Outdoor Programs, and the behind the scenes work for pre-orientation programs. Logistics Support Team Members report directly to the Logistics Assistants and administratively to Outdoor Programs & Civic Engagement Staff Members.

This role is paid hourly at a rate of \$14 per hour and runs from Aug. 7<sup>th</sup> – Aug. 24<sup>th</sup>. While an average of 40hrs per week is expected, this job works long and irregular hours and is approved for overtime pay.

### Job Duties:

- Portion, repack and organize all food for TREK Trips
- Check for functionality and organize all gear for TREK trips
- Shuttle food, gear & supplies during TREK trips as needed
- Food and gear shop as needed
- Perform participant evacuations as needed
- Check-in with and work to create a sense of community with students who come off their TREK trip before the end of the program.
- Food and gear clean-up after TREK
- Serve in role until Aug. 25th and the completion of TREK Pack-in

### Additional Perks:

- Emergency response and crisis management
- While LEAP training is not required for this positions, we will hold a space in Spring LEAP for you if desired. (LEAP is a fully funded 80hr outdoor leadership course)
- Van & Trailer Driver Training
- If living on campus, your housing will be covered by TREK
- Fun work environment
- A way to be on campus and in Burlington during the nicest time of year (without any homework or classes to worry about!)
- TREK Tee Shirt
- TREK Team member Swag

### Minimum Qualifications:

- Prior leadership experience (not necessarily service or outdoor based)
- Commitment to diversity, equity and inclusion
- Ability to assume leadership roles and manage risk.
- Excellent, communication, and interpersonal skills.
- Ability and willingness to obtain UVM driver certification.
- Willingness to pitch in to a wide variety of tasks.
- Ability to learn and adhere to gear and food safety protocols provided by professional staff
- Position requires lifting upwards of 40lbs, running, jump, bending and twisting.