

Snowshoe Courses Equivalency Management

Seattle Branch of The Mountaineers, 1/11/2019 JJK



Course Equivalency Manager(s)

Goal of Position

Evaluate and recommend approval/denial Equivalency Applications for Basic and BackCountry Snowshoe Skills courses.

Activities and Responsibilities

- Monitor the Committee Inbox for Equivalency Applications
- Review the application for the appropriate qualifications
- Primary task is for Basic Equivalency
- Interview the applicant, usually by phone, with questions directed to evaluate their experience, and concerns that may arise based on their the application.
- Develop and work from at standard list of questions to probe the applicant's experience as relates to the course curriculum
- Escalate serious Intermediate applicant to the Courses Sub-Committee or full Committee for review, and considerations.
- Recommend approval /denial of the application to the Courses Sub-Committee (?)
- Document each applications results for storage at Google Drive. (Future-Mountaineers SS Committee folder? < TBD>)

Support and Resources

- Courses Sub-Committee
- Snowshoe Committee Chair
- Snowshoe Committee
- Basic and Intermediate Course Curriculum ./ Slide dex /Instructor Curriculum Guides
- Mountaineers Office Staff

Length of Service/Position

Briefly explain how long you anticipate the need for this position and/or the schedule for a person taking it on. If there are regularly scheduled obligations, include them. For example:

- Person(s) would be members of the Seattle Snowshoe Courses Sub-Committee
- Expected to process a dozen or more requests per season (?).

Qualifications Sought

- Attention to detail, and a desire to assist those interested in the Mountaineers Snowshoe community.
- Familiarity with the Basic Snowshoe Student Guide, and the Basic Snowshoe Instructor Curriculum Guide.
- Course Lecturer and/or instructor experience for Basic and Intermediate Snowshoe Courses.
- Snowshoe Committee member - past or present who can well represent the interests of the club in conversation and communications with applicants.
- Good at record keeping e.g. contents of interview / communications are compiled with the application as it is approved or denied.

How to apply

Contact the Snowshoe Committee Chair, and/or the Courses Subcommittee Chair.