



## Job Description: Mountain Bike Director

**Essential Functions:** The Mountain Bike Director is responsible for the Camp's Mountain Bike program and reports to the Program Director. The Mountain Bike Director must have the ability to work with older scouts and unit leaders and must be cheerful, sincere, tactful, creative, and above all strongly motivated by the Scouting program.

### Principle Responsibilities:

- Responsible for the entire Mountain Bike program which includes promotion and participation of mountain biking on the camp's trail system.
- Working with the Program Director, creates a daily lesson plan to be implemented during the summer camping season.
- Supervise and directs any assigned staff to the Mountain Bike program with specific responsibilities to ensure the program is successful.
- Working with the Camp Ranger Staff, assist with the building and maintenance of the trail system at camp.
- Implements and teaches the Guide to Safe Scouting in the Mountain Bike program.
- Maintains an accurate inventory of equipment.
- Collecting/preparing Advancement Report Cards, MB Cards and other paperwork as needed in relation to the Merit Badges taught at the Mountain Bike program area.
- During the end of the summer camping season, complete a written close-out report of the Mountain Bike program that should include; an inventory of all equipment, including equipment condition and recommendations for next year's supplies. The report will be submitted to the Program Director and Camp Director before leaving the camp property.
- Participate in camp wide activities, as needed.
- Assist in the set-up and takedown of all aquatic and campsite facilities.
- All other duties assigned.

