



Dear Applicant,

Thank you for your interest in leading for Wilderness Ventures. We are currently accepting applications for the upcoming summer. If you feel you meet our qualifications, we encourage you to apply at the earliest possible date.

Founded in 1973, Wilderness Ventures is the oldest and most experienced wilderness travel program for young adults, ages 12 to 19. Since our program's founding we have set the standards in this field for conducting programs of the highest caliber and our highly professional staff members have played a prominent role in our success. Our programs are divided into five categories: Explorer Adventures, Leadership Adventures, International Adventures, Leadership Expeditions, and Community Service Adventures with each category requiring a different set of staffing qualifications.

Our goals are to teach young adults new skills in a fun atmosphere so they can enjoy and appreciate the natural world, learn to live simply, and become peer leaders at a time when they are formulating their view of the world. Our programs range from two to six weeks in length and consist of ten to fifteen students, grouped according to age. Our leaders are also teachers, facilitators, friends and confidants who assume the most important role in achieving these goals. Wilderness Ventures leaders work in co-ed pairs. All staff participate in 10 days of staff training conducted from our base in spectacular Jackson Hole, Wyoming, including a multiple-day backcountry trip. All of our staff return to Jackson Hole at the end of their contract for leader debriefing. This time provides each leader with the opportunity to provide us with meaningful feedback at the end of the summer.

We hire highly qualified individuals who have a strong desire to work with Wilderness Ventures students. You must have a desire and the experience to provide a safe, fun, educational, and non competitive environment for a group of teenagers. Our programs range from 15-36 days, which require emotional, mental, and physical maturity to effectively guide them. Due to the nature of our trips you need to be flexible and creative, while remaining professional, fun, motivated, and enthusiastic. All of our leaders are responsible for the supervision of all aspects of meal planning, teaching your group about the areas you travel through, evening enrichment programs, effectively communicating with administration, park personnel, subcontractors, and parents, and making the group experience one your students will remember for the rest of their lives. Our domestic leaders are responsible for driving 15-passenger vans with an 8-foot trailer and teaching participants basic wilderness skills. Our international leaders are fluent in the language of the country they will be traveling through and have had experience living and traveling abroad.

Approximately 50 percent of our staff is leaders who return each year for their second, third, fourth, or more summer. Throughout the year we actively seek leaders from the top schools around the country for first year positions. Possible placement on a Wilderness Ventures trip is based on age, experience, appropriate skills, and our staffing needs. Most first year staff members will co-lead with a returning staff member. This allows first year staff members to have the chance to lead any of the trips we offer in our catalog.

Wilderness Ventures will provide lodging, meals, salary, and all transportation during your contract. The salary range for first-year staff is \$1300 to \$2000 with a pay increase for returning staff. We will provide all group gear such as tents, stoves, and bicycles for our biking trips. Leaders must provide their own personal equipment including backpacks, sleeping bags, and appropriate clothing. Wilderness Ventures provides workers' compensation and general liability protection.

As a Wilderness Ventures leader you will have the opportunity to take part in amazing experiences: mountain climbs (Mt. Rainier, the Grand Teton, etc.), whitewater raft trips, backpack in over 30 National Parks and Wilderness Areas, trek through Europe's hut system, earn your SCUBA certification, and interact with local cultures (Tlingit Indians in Southeast Alaska, Uros Villagers in Peru, Aboriginals in Australia, etc).

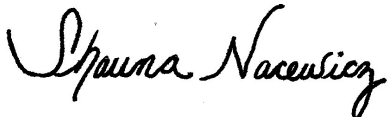
As a Wilderness Ventures staff member you will receive pro deals on a variety of outdoor gear and apparel from brands such as, Big Agnes, Buck Knives, Camelbak, Cloudveil, Craft, Crazy Creek, Deuter, Evolv, Go Lite, Gregory, Helly Hansen, Horny Toad, Isis, Jetboil, Julbo, Katadyn, Kelty, LaSportiva, Lafuma, Leki, Liberty Skis, Minus 33, Mountain Hardwear, Mountain Khakis, Mountainsmith, Osprey, Outdoor Research, Prijon, Primus, Reef, Scarpa, Sierra Designs, Smartwool, Smith Optics, Thermarest, Timex, etc. All pro deals and industry discounts are subject to availability.

Thank you for applying to be a Wilderness Ventures trip leader. We look forward to reviewing your application and considering you for a spot on our upcoming summer staff.

Sincerely,



Mike Cottingham, Program Director



Shauna Nacewicz, Personnel Coordinator

**MINIMUM JOB REQUIREMENTS:**

In order to apply for employment with WV, please confirm you meet the following requirements:

- You will be at least 20 years of age by June 12th
- A valid driver's license and excellent driving record
- A minimum Wilderness First Aid certification
- CPR certification
- Previous successful experience working with teenagers
- Available to work through the duration of the trip contract beginning June 12th
- Three professional references. Letters from family members and friends are not acceptable.

**COMPLETE APPLICATION SHOULD INCLUDE:**

DO NOT send us an incomplete application. We need everything on this checklist before we can interview you.

- Completed application, HANDWRITTEN (keep a copy to be referenced during your interview)
- Three completed reference forms required within two weeks of receiving your application
- Cover letter and current resume
- Legible copy of driver's license (scan, jpeg, or copy)
- Legible copies of current applicable certifications (CPR, First aid, WFA, etc.)
- Two recent photos of yourself (4x6: clear image, no sunglasses)



**MEDICAL**

Please indicate your first aid certifications. Please note that CPR, WFA and/or WFR are required. Wilderness Ventures offers a WFA course prior to Staff Training for your convenience.

Certification	Organization	Expiration
<input type="checkbox"/> CPR	_____	___/___/___
<input type="checkbox"/> Wilderness First Aid (WFA)	_____	___/___/___
<input type="checkbox"/> Wilderness First Responder (WFR)	_____	___/___/___
<input type="checkbox"/> EMT or W-EMT (please circle)	_____	___/___/___
<input type="checkbox"/> Lifeguard Training	_____	___/___/___

**SKILLS**

Please indicate and describe your experience in the following categories. Also, please indicate if you hold a certification in any of the areas. It is not required to have experience in all categories.

Activity	Experience Level					Describe
	No Experience	Minimal Experience (done once or twice)	Average Experience (done frequently)	Strong Experience (done extensively)	Teaching Experience	
Backpacking						
Rock Climbing						
Mountaineering						
Glacier Travel						
Whitewater Kayaking						
Sea Kayaking						
Bicycle Touring						
Mountain Biking						
Bike Maintenance						
Ice Climbing						
Whitewater Rafting						
Canoeing						
Community Service						
Map & Compass						
Minimum Impact Camping						
Fly Fishing						
Surfing						
Skiing/Snowboarding						
Outdoor Living/Camping						
Outdoor Cooking						
SCUBA						
Sailing						

**LANGUAGE PROFICIENCY**

Basic: you have some vocabulary words down, but have not spoken the language since high school class.  
 Intermediate: you have had formal instruction in college and used the language abroad, but still consider yourself rusty.  
 Conversant: you have used the language on an everyday basis, or spent significant time abroad using the language.  
 Fluent: you have no problem speaking or understanding the language, it is your native or second language.

Language: (other than English)	Level of Proficiency				Teaching Experience?	
	Basic	Intermediate	Conversant	Fluent	Yes	No
_____						
_____						

**PERSONAL HISTORY**

How did you hear about Wilderness Ventures? If on-line, what website? \_\_\_\_\_

Have you applied to Wilderness Ventures before? If so, what year? \_\_\_\_\_

Are you a former Wilderness Ventures participant? If so, what trip(s)? When? \_\_\_\_\_

Have you participated in NOLS, Outward Bound or similar programs? When and where? \_\_\_\_\_

Do you have health insurance? \_\_\_\_\_ Company/Policy #: \_\_\_\_\_

Do you have any dietary restrictions?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of a misdemeanor?  Yes  No

Have you ever been convicted of a felony?  Yes  No

Have you ever been convicted of a sexually related offense?  Yes  No

Have you ever been charged with assault and/or battery?  Yes  No

If yes to any of the above, please explain: \_\_\_\_\_

\_\_\_\_\_

Are you currently, or have you ever been under treatment for alcohol or drug related problems?  Yes  No

Are you currently, or have you ever been under treatment for any mental, physical, or nervous condition?  Yes  No

If yes to any of the above, please explain: \_\_\_\_\_

\_\_\_\_\_

**DRIVING RECORD**

Driver's License: State \_\_\_\_\_ License # \_\_\_\_\_ Expiration \_\_\_\_/\_\_\_\_/\_\_\_\_

Auto Insurance: Company/Policy # \_\_\_\_\_

Do you have a Commercial Driver's License?  Yes  No

Have you ever been convicted of, or pleaded guilty to a DWI or DUI?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you had any driving accidents or moving violations in the last three years?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Do you have experience driving 15-passenger vans?  Yes  No

If yes, please describe experience: \_\_\_\_\_

Have you ever pulled a trailer?  Yes  No

If yes, please describe experience: \_\_\_\_\_

1. Why do you want to work for Wilderness Ventures? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Have you applied to work for other organizations this summer?  
If yes, please rank them in order of your preference, including Wilderness Ventures, with (1) being your first choice. What do you see as the primary advantage of working for Wilderness Ventures? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Do you own a car? \_\_\_\_\_ Do you have any experience taking long driving trips? \_\_\_\_\_  
If yes, briefly describe route, mileage, and duration. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Describe your experience working with children/young adults (teaching, coaching, leading, etc.), and explain why you wish to work with this age. Include duration and degree of involvement. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. While Wilderness Ventures offers scholarships each summer, the vast majority of our students are from very affluent, conservative backgrounds. Have you ever worked with this demographic profile before? How do you feel about working with this population? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. How do you feel about living 24 hours a day with a group of teenagers who can be boisterous, talkative, and at times inattentive? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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7. What do you think is one of the most effective ways to handle a student's homesickness? \_\_\_\_\_

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8. What do you think is the most important quality of an instructor and why do you think you would be a good addition to the Wilderness Ventures staff? \_\_\_\_\_

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9. We all have some areas of weakness as a leader. What are yours? \_\_\_\_\_

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10. Tell us about a previous work experience and what you liked about it. \_\_\_\_\_

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11. Describe a work project that gave you trouble. \_\_\_\_\_

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12. Describe your time management and organizational skills. \_\_\_\_\_

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13. What are your personal goals for the next two or three years? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. What has been your biggest success? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. How have you spent your last three summers? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. What is the longest period of time you have spent traveling in a group? What did you find to be the most challenging aspect of this situation? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. What is the longest backpacking trip you have ever taken? Total days \_\_\_\_\_ Total Miles \_\_\_\_\_ Location \_\_\_\_\_  
Briefly comment on the previous mentioned backpacking trip, or any other meaningful backcountry trips you have taken.  
With whom did you travel? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. Would you be comfortable, if necessary, leading a group of up to 13 teenagers by yourself through remote backcountry areas? This includes, but is not limited to, route finding, campsite selection, river crossing, safety, minimum impact camping techniques, proper protocol in dense bear country, and the ability to make prudent decisions in adverse conditions. If yes, do you have any reservations? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

Please list three professional references who know you well and who can tell us about your experiences working in the outdoors and/or with youth. Please give each reference one of the enclosed forms to complete and return directly to Wilderness Ventures. **Do not list friends or family members.**

Reference One

Name		Position	
Address	City	State	Zip
Work Phone		Email	
How does this person know you?			

Reference Two

Name		Position	
Address	City	State	Zip
Work Phone		Email	
How does this person know you?			

Reference Three

Name		Position	
Address	City	State	Zip
Work Phone		Email	
How does this person know you?			

**SUMMER AVAILABILITY**

What trips are you most interested in leading?  Leadership Adventures  International Adventures  No Preference  
 (Please check all that apply)  Leadership Expeditions  Community Service Adventures

We do not conduct specific trip recruitment. However your skills and experience in each of our trip categories will play a strong role in determining your placement. All leaders are hired on the basis that they are willing to lead any trip(s) assigned to them based on our assessment of qualifications.

With what age would you prefer to work?  12-13  13-15  15-16  17-18  19-20  No Preference  
 (Please check all that apply)

**Please Note: You must be available from June 12th through the end of your contract.**

**SUBMITTING YOUR APPLICATION**

Please refer to the completed application checklist on the second page to verify you have enclosed all of the necessary documentation and meet the minimum application requirements. Return your completed application using **ONE** of the following ways:

**Electronically**

To: staff@wildernessventures.com  
 Subject: Wilderness Ventures Leader Application  
 Application  
 Must be a PDF file

**US Postal Service**

Personnel Coordinator  
 Wilderness Ventures Leader Application  
 P.O. Box 2768  
 Jackson, WY 83001

**FedEx or UPS**

Personnel Coordinator  
 Wilderness Ventures Leader Application  
 4030 West Lake Creek Drive  
 Wilson, WY 83014

I certify that all of the information I have provided in this application is complete and accurate. I authorize Wilderness Ventures to complete a personal background check, including my previous employment history, driving record, criminal record and certifications.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_