



## Climbing Wall Job Descriptions

*Level 1 – Climbing Wall Attendant (Entry Level)*

*Level 2 – Climbing Wall Manager (Promotional Opportunity)*

### **Level 1: Climbing Wall Attendant Job Description**

Climbing Wall Attendants oversee the daily operations of the facility, participants, and programs while on duty. This oversight includes policy enforcement, cleaning, climb wall maintenance, and providing care to patrons in the event of an injury.

#### **Climbing Wall Attendant Job Responsibilities**

- Monitor activities and usage throughout the facility
- Be knowledgeable of all campus recreation policies and guidelines, enforce policies as needed
- Complete climbing wall cleaning and daily tasks to maintain cleanliness of the facility
- Maintain organization of equipment within climbing wall facility
- Wear appropriate staff uniform and model professional work behaviors
- Respond to emergency situations according to established departmental protocols that include care for injured, initiation of Emergency Response Plans, notification of appropriate university authorities, and completion of paperwork.
- Attend required training sessions and meetings

#### **Professional Skills to be gained:**

- Initiative
- Accountability
- Collaboration
- Problem Solving
- Professionalism

#### **Required Job Qualifications**

- All campus recreation staff must have current First Aid/CPR/AED Certification, or ability to obtain within 30 days of start date.
- Obtain Belay Certification within 30 days of start date.
- Current University of Pittsburgh undergraduate or graduate student
- Ability to lift up to 45 pounds and stand on your feet/be mobile for up to 4 hours
- Willingness to work nights and weekends

#### **Additional Information**

- **Position Type:** Entry Level
- **Pay Rate:** \$10.00 per hour
- **Work Schedule:** Not to exceed 20 hours a week; minimum requirements of 6 hours per week; days/times TBD based on facility hours
- **Required Documents:** Resume
- **Optional Documents:** Cover Letter – Strongly Encouraged
- **Does this position require FWS award?** No
- **Application Instructions:** All applications must be submitted through Pitt Talent System

## **Level 2: Climbing Wall Manager Job Description**

Climbing Wall Managers oversee the daily operations of the facility, participants, and programs while on duty. In addition, Climbing Wall Managers supervise on shift personnel.

### **Climbing Wall Manager Job Responsibilities**

- Provide direct supervision and guidance to Climbing Wall Attendants.
- Ensure staff are present, in uniform, in designate position and completing assigned tasks
- Contact missing Climbing Wall Attendants and fill in onsite positions as needed
- Ensure all facility policies and guidelines are being upheld.
- Complete hourly participation counts and all accompanying manager paperwork.
- Collaborate with Assistant Director, Outdoor and Adventure Pursuits as needed to handle accidents and incidents within the Campus Recreation and Wellness Center
- Ensure facility is opened and closed properly according to daily facility hour schedules
- Assist with events and facility reservations taking place on shift
- Respond to emergency situations according to established departmental protocols that include care for injured, initiation of Emergency Response Plans, notification of appropriate university authorities, and completion of paperwork.
- Attend required training sessions and meetings

### **Professional Skills to be gained:**

- Leadership
- Conflict Management
- Collaboration
- Situational Awareness
- Professionalism

### **Required Job Qualifications**

- All campus recreation staff must have current First Aid/CPR/AED Certification, or ability to obtain within 30 days of start date.
- Provide onboarding training and belay certifications to Climb Wall Attendants
- University of Pittsburgh undergraduate or graduate student
- Ability to lift up to 45 pounds and stand on your feet/be mobile for up to 4 hours
- Teamwork, critical thinking, and communication skills are key aspects of performance in this role

### **Additional Information**

- **Position Type:** Promotional Opportunity for current Climbing Wall Attendants
- **Pay Rate:** \$12.00 per hour
- **Work Schedule:** Not to exceed 20 hours a week; minimum requirements of 6 hours per week; days/times TBD based on facility hours
- **Required Documents:** Resume and Cover Letter
- **Does this position require FWS award?** No
- **Application Instructions:** Must submit all required documents to the Assistant Director, Outdoor and Adventure Pursuits. *Internal applicants only.*

**For more information regarding student employment at the climbing wall contact Sarah Brown, Assistant Director, Outdoor and Adventure Pursuits @ [sjb239@pitt.edu](mailto:sjb239@pitt.edu).**

