

# Job Description

## Student Employment Offices

College of Saint Benedict  
Saint John's University

**Job Title:** Outdoor U Inclusion Assistant  
**Department/Agency:** Saint John's Outdoor University  
**Wage:** TBD  
**Categories:** Community Service  
**Length of Position:** Academic year

**Function/Description of the Position:** Outdoor U is committed to promote the understanding, use and enjoyment of the natural world by all CSB|SJU students, especially those from historically underrepresented and marginalized communities. Multiple Inclusion Assistants will work as a team with Outdoor U full-time and student staff to advance our mission to provide environmental education and outdoor recreation opportunities campus-wide, including working to build relationships and reduce barriers to access and participation. This position will also participate in the continuing education of Outdoor U staff regarding the history of racism, access, and inclusion in the outdoors. Guiding principles will be taken from the [CSB|SJU Inclusion Visioning Statement](#), [Outdoor U statement on environmental and racial justice](#), and new strategic planning goals Outdoor U is developing with [Equity in Environmental Education](#).

### Duties & Responsibilities:

- Build and maintain relationships campus-wide with the intent to broaden access to Outdoor U services and programs to underrepresented and marginalized students
- Create, organize, and execute campus wide events and activities with a focus on inclusion and equity in the outdoors (ex. [Earth Week](#) in 2021)
- Identify barriers students have which prevent access to the outdoors; suggest and implement ways to reduce those barriers
- Attend and help to plan staff meetings and trainings, including the Outdoor U Student Leadership Team
- Promote and raise the profile of our [Nature's Narratives](#) project
- Other duties as needed.

### Minimum Qualifications to perform the duties of the position:

- Commitment to having cultural agility – possessing the skills, knowledge, and abilities necessary to provide leadership in a diverse community
- Enthusiasm for the outdoors and excitement to share it with others
- Demonstrated ability to create connections and relationships with individuals and campus groups
- Strong written and verbal communication skills needed.
- Must be reliable, trustworthy, and able to work independently as well as with others.
- A criminal background check is required for this position and the offer of employment will be contingent upon receipt of a successful background check.

### Work Schedule:

Academic Year: 10-12 or 5-6 hours a week: Note: these hours can be combined with another student job. Some nights and weekends. Internship credit possible.

### Contact Person:

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