

Voyages Coordinator Application

All highly motivated and passionate people are encouraged to apply to this position!

Please return a completed application, resume, and cover letter to Justin Hall at Voyages Headquarters (Milky Way) by 5:00pm on September 27th, 2019. Voyages HQ is located in the Outdoor Pursuits office and has the Voyages sign outside the windows. Interview times will be emailed to the address you provide. Interviews will take place during the week of Sept 30th through Oct 11th and a decision will be made in the following weeks.

CONTACT INFORMATION

Name: _____

UC Box # _____ Email: _____ Phone # _____

First	Last	MI	Preferred Name
-------	------	----	----------------

Student I.D. # _____ Present Class Status: Fr. Soph. Jr. Sr.

Major: _____ Minor: _____

GPA (college or high school if freshman): _____ (min. 2.25)

VOYAGES LEADING AND TRAINING INTEREST

Occasionally Voyages Coordinators lead a Voyage and /or help with training Voyages leaders during their Voyages training trips. If you were to help in one of these areas what areas are of interest to you?

Please rank the top THREE (1 being your most preferred) Voyage Trips you would like to lead or help train Voyages leaders on.

___ Sea Kayaking	___ Backpacking	___ Stand-Up-Paddle Boarding
___ Rock Climbing	___ Backpack/Canoeing	___ Whitewater Rafting
___ Surfing	___ Urban Adventure	

(Turn Over for Second Page)

RESUME

Attach a typed “resume” which should include a list of:

Work or service experiences: List work experience and include position title, description of responsibilities or duties and a supervisor’s name and contact number

Leadership experiences: Include trainings, elected positions, and volunteer experience that include leadership

Outdoor experience: List your outdoor experience

Extracurricular activities and interests: Sports, travel, hobbies, etc., and how they have influenced your leadership style

COVER LETTER

Please write a one-page cover letter that explains why you are applying for a Voyages coordinator position and what makes you a good candidate.

Please include in your cover letter the following:

1. The Voyages Coordinator job description lists and explains a number of different types of job responsibilities: What responsibilities do you feel best match your skills?
2. What do you feel would be your strengths and weaknesses in the positions you feel that your best suited for?

REFERENCES

Please provide three references that can speak to your leadership skills and qualifications for this position.

Faculty Member:

Name	Title	Phone (Hours to call)
------	-------	-----------------------

Work or Service Supervisor:

Name	Title	Phone (Hours to call)
------	-------	-----------------------

Mentor, Advisor, or Outdoor Pursuits Staff:

Name	Title	Phone (Hours to call)
------	-------	-----------------------

For more information please contact Justin Hall (Voyages Director) at 503-352-3080 or e-mail to justinhall@pacificu.edu

Pacific University is an equal opportunity employer. We do not discriminate on the basis of gender, race, color, religion, age, sexual orientation, or national origin.

