



**Tahoe Donner Association
Job Description**

Job Title: Cross Country Ski Patrol I
Job Code: 626
Department: Cross Country
Reports To: Cross Country Manager
Class Code: 9180
FLSA Status: Non-exempt
Salary Level: Hourly 12
Pay Range: \$12.83-\$17.55 per hour
File Name: XC Ski Patrol I.docx
Prepared Date: 4/6/2009, updated 10/1/14, 9/24/15

SUMMARY

The Cross Country Ski Patrol I aids and assists the skiing guests and provides first aid treatment and emergency transportation to injured skiers to the on-site First Aid Station.

The Cross Country Ski Patrol I educates the guests and employees about ski safety awareness and control, maintains proper safety equipment and signage at the ski area and facilitates correction of safety problems.

The Cross Country Ski Patrol I is responsible for overseeing the daily operations of the ski patrol in the absence of the Patrol Supervisor.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Other duties may be assigned.

Provide excellent customer service to customers, employees and business partners.

Maintain:

- A current knowledge of, implement and enforce Association policies, procedures, rules and regulations
- A current CPR Certificate and EMT or OEC qualification
- An advanced level of ski skills and proficiency in first aid treatment, emergency response procedures, rescue sled handling, and snowmobile operation.
- Professional, alert, and positive behavior especially while handling stressful situations

Respond to incidents and accidents and provide patient care / assistance back to cross country center if required.

Promote accident and incident reporting and investigations for the ski area. Complete reports and other paperwork related to incidents and injury accidents for all public skiers and personnel.

Monitor the ski area for safety hazards or incidents. Inspect and mark hazards on the trails, parking lot and lodge in accordance with safety policy and procedures.

Implement safety programs for employees and skiing guests designed to reduce work-related accidents and liability exposure.

Develop and maintain a positive, professional, and balanced rapport with all employees, management, and guests of the Association regarding safety issues.

Participate and evaluate the ski area emergency procedures related to, but not limited to, trail and slope evacuations, fire evacuation procedures, etc.

Assist with snow removal including shoveling and blowing snow and training and directing other staff members in safe snow removal techniques.

Re-stock warming huts and maintain trail signs and markers.

Conduct regular checks to ensure all trail users have a pass valid for the day.

Provide information about ski area services, programs and special events

Assist with efficient parking lot management on Holidays and weekends to help ensure safety and maximize capacity.

Ensure that the fuel truck is refueled daily prior to grooming shift

Assist other departments in the smooth running of the operation including providing lunch relief.

Responsible for all ski patrol duties in the absence of the Ski Patrol II or Patrol Supervisor.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

One year certificate from college or technical school; or three to six months related experience and/or training as a ski patroller; or equivalent combination of education and experience.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires possession of valid Class C Driver License with a driving record meeting the minimum standards required by the Association insurance carrier. Requires current Outdoor Emergency Care (OEC) certification and/or Emergency Medical Technician (EMT) and/or Wilderness First Responder certification (WFR) or greater. Requires current Cardiopulmonary Resuscitation (CPR) and AED certifications.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and

procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to remain stationary; move; use hands to finger, handle, or feel; reach with hands and arms; and communicate. The employee frequently is required to climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and occasionally use sense of smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and outside weather conditions. The employee is frequently exposed to risk of electrical shock and vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; and toxic or caustic chemicals.

By signing below, I acknowledge that I have received and read the above job description.

EMPLOYEE NAME

_____/_____
EMPLOYEE SIGNATURE DATE