

**PROJECT GO CERTIFICATION TRAINER  
POSITION DESCRIPTION**

Position Title:

Project Get Outdoors Certification Trainer (Independent Contractor)

Reports To:

The Project Get Outdoors Board of Directors Executive Committee. There may be opportunities to partner with youth organizations to train site staff as Project GO Trainers and assume Project GO training efforts under partner site position responsibility.

Hours:

On a per training basis. Up to four trainings per month. Most trainings will likely take place on Saturdays. Each training is 8 hours in length.

Compensation:

\$25 per in-session training hour plus \$.50/mile mileage rate.

Work Location:

Statewide (Rochester, Mankato, Twin Cities, Bemidji or Duluth)

Duties and Responsibilities:

1. **ORIENTATION.** Become familiar with the Project GO philosophy, history, program and training curriculum. Shadow current Project GO clubs/sites if possible. Attend Project GO Leader Certification and assist with at least one training prior to leading any training sessions on own. Orientation will be done on own time.
2. **PRESENTING.** The Project GO Board will coordinate all training workshops and the trainer will arrive on time, well-groomed and ready to present the curriculum material. Presentations will incorporate a variety of media and technology tools such as power point, YouTube videos, Facebook, Google Earth and Maps, and the Project GO website. Presenting will also include facilitating hands-on practice with the Project GO backpacks and equipment trunks and exploring various scenarios that might occur outdoors with children.
3. **FACILITATING.** Some sites may request on-site consultation. This is an optional service that Project GO provides. Project GO Trainers will have the option to be trained to facilitate this service for community organizations that seek additional assistance in planning a nature-based out of school program in their community.
4. **TRAVEL.** The Trainer will be required to travel to and from all training sites. Therefore the Trainer must have own vehicle and a valid MN driver's license.

5. REPORTING. The Trainer will be expected to prepare and submit a templated report to the Board of Directors Executive Committee after each training session. Reports must be submitted in a timely manner, by the end of the month in which the training(s) was offered.

Required Skills & Experience:

1. Must carry own independent contractor insurance, unless Trainer works for partner organization and time is covered by the organization.  
[www.sba.gov/starting-business/how-start-business/business-types/self-employed-independent-contractors](http://www.sba.gov/starting-business/how-start-business/business-types/self-employed-independent-contractors)
2. Must have access to a vehicle and a valid MN driver's license.
3. Must have experience coordinating, leading or assisting with training for volunteers, interns or staff.
4. Experience working with children.
5. Well organized, highly motivated individual who works well independently and in a team setting.
6. Strong written and verbal communication skills.
7. Intimate knowledge and experience working with diverse cultural communities, specifically inner city youth, migrant and non-migrant Latinos, and new immigrant and refugee communities in Minnesota.
8. Enthusiastic public speaker.
9. A strong interest in the natural world and a love of outdoor exploration.
10. A minimum of a Bachelor's degree or equivalent field experience working with children, especially in outdoor settings.
11. Must be familiar with all Microsoft office programs.

Preferred Skills & Experience:

1. Experience managing volunteers.
2. Experience with non-profit youth programs.
3. Experience as a parent.

How to Apply:

Interested candidates can contact Sara Holger to request an application.

[Sara.grover@yahoo.com](mailto:Sara.grover@yahoo.com)

507-951-5885

For more information on Project Get Outdoors, please visit:

[www.mnprojectgo.org](http://www.mnprojectgo.org)

