



THOMPSON ISLAND
OUTWARD BOUND EDUCATION CENTER

EVERY DAY A DIFFERENCE

2012 Blueprint

Dear Staff, Applicants and Friends of Thompson Island Outward Bound Education Center,

Happy New Year! I am so pleased to have this opportunity to share with you some of the successes of TIOBEC's 2011 season as well as a glimpse at what will surely be an equally successful and exciting 2012. Defined in large part by the feedback from students, parents, teachers, schools and organizations, this level of success would not have been possible without the dedication of a talented pool of staff delivering programs in the field. For 2012 we will strive to strengthen our existing programs and continue to refine efforts, to most effectively serve our students, be it on a one day course, multiple week expeditions or an entire summer.

Through our partnership with Boston Public Schools, the Connections Programs have proven to be an extremely effective avenue for fostering student achievement both in and outside of the classroom. Given the large number of students served by these programs, many, if not all staff, will find themselves involved in the future of this exciting initiative. Additionally, we will be employing a talented group of facilitators who will work collaboratively and creatively with our Boston Public School partners to ensure not only the continued success, but growth of these educational programs moving forward.

On another front, Open Enrollment courses will continue to provide students with value forming, transformative experiences through multiple week sailing, sea kayaking and environmental expeditions. Our newest program, Thompson Island Environmental Explorations, which welcomed its first Passages crew last season, will be adding a girl's crew to incorporate our Connecting with Courage curriculum this year. These additions will require an even larger number of dedicated Expedition Instructors, Course Directors and Specialists.

Outlined in the pages to follow you will find the details of these, as well as many other exciting opportunities coming up for the 2012 season. I hope you are enjoying a happy and healthy start to the New Year and look forward to seeing you all in just a few short months.

Sincerely,



Jennifer Smithwood
Director, Staffing and Expeditions

2012 Pre-Season Offerings

Outward Bound Professional Training: April 21 – 22 (by invitation)
Site Manager Training and Assessment: April 25 – 27 (by invitation)
Open Facilitator Training Day: April 28
Solo Wilderness First Aid Certification and WFR Re-certification: April 28 – 29 (open to the public with reduced cost offered to TIOBEC employees)

2012 Season Trainings

Spring Staff Welcome / Facilitator Training: April 30 - May 4
Intro to Student Management and Safety Training: May 9 – 10
Environmental Connection Staff Training: May 12 – 13 (additional dates TBD)
Course Director Training and Prep: June 2 - 5
Summer Staff Welcome and Facilitator Training: June 6 – 9
CWC/PA Environmental Explorations Expedition Training: June 11 – 17
CWC/PA Kayak Expedition Training: June 11 – 17
Youth Jobs Staff Training: June 14 – 17
Summer Connections Staff Training: June 16 – 17 (additional dates TBD)
WO/AWO Day Sails and Skills Assessment: June 14 – 17
Facilitator Training for Expedition Instructors: June 18 – 19
Student & Risk Management Training: June 20 – 22
Diversity Training: June 23 – 24
Interdepartmental (All Staff) Training: June 25
Sail Expedition Training: June 25 – July 1

2012 Course Outline

Spring Connections and Youth Group Programs: May 11 – June 17
Summer Connections Program: June 27 – August 31
Summer Youth Group Courses: June 27 – August 31
Youth Jobs Program (Green Corp & Island Ambassadors): June 27 – August 17
Open Enrollment (Sail, Kayak & Island Expeditions): June 28 – August 25

The above are the projected schedules for the 2012 season. Dates are subject to change

Training for Fall Facilitators will be held on one of the last weekends in August with Fall Environmental Connections and Contract Courses running from Sept. 1st through Oct. 28th

Mission: Thompson Island Outward Bound Education Center (TIOBEC) is a not-for-profit organization whose primary purpose is to provide adventurous and challenging experiential learning programs that inspire character development, compassion, community service, environmental responsibility and academic achievement. Our organization principally serves early adolescents from all economic and social communities of greater metropolitan Boston, and the institutions and adults who support them.

2012 Employment Opportunities

TIOBEC employs passionate and talented individuals committed to educating and empowering youth, working in partnership with Boston Public Schools and the National Park Service to get participants out in the natural world and learning through experience. We offer exceptional training for each of our program areas and encourage staff development. We hire outdoor educators, aspiring teachers and interns hoping to take part in this unique and rewarding work.

Facilitators – Thompson Island Facilitators possess a variety of skill sets, come from diverse backgrounds and have had a wide range of educational and life experiences. The most important commonalities amongst Facilitators include student management skills, confidence, creativity and energy in front of a group, open mindedness, willingness to collaborate, self motivation, a high level of accountability and extraordinary leadership qualities. We serve a variety of populations and age groups on Thompson Island, offering day to week-long courses that focus on team building, goal setting, compassion and communication. Each course varies based on the needs of the client, school or youth group. These positions offer extremely valuable training and experience in group and student management, experiential education, ropes course facilitation, environmental studies, traditional education performed in an outdoor setting and creative team building. Facilitators may be hired to work within one or more of the following program areas; Environmental Connections, Youth Group and Peer Leadership, Summer Connections and Harbor Connections. 2012 Facilitator Trainings, for qualified applicants, will be held: April 30 – May 4, June 6 – 9 and dates TBA for late August. Employment contracts will be offered to candidates upon successful completion of training. Employment contracts for Facilitators range from 2-6 months.

More information the programs mentioned above can be found at:
<http://www.thompsonisland.org/youth-programs>

Climbing Site Managers – To be considered for the Site Manager position, candidates must possess an extremely high level of expertise in climbing, as well as interest in teaching, rescue experience, and the ability to safely manage this activity. They are responsible for the setup and safety of climbing sites, the care and handling of equipment, and assessing and supervising students and staff. Site Manager Training 2012 will be held: April 25 – 27. Upon successful completion, approved Site Managers will be eligible for per Diem or longer term contracted employment throughout TIOBEC's 2012 season.

Course Directors (Outward Bound Expeditions) – The Course Director is responsible for the oversight of every aspect of an expedition's delivery and safety. This includes leading course briefings and preparation, development of course itineraries and float plans, coordinating with logistics staff, kitchen staff, waterfront, and other aspects of TIOBEC to ensure efficient course management and delivery within the parameters of the island systems. Course Directors most often have 2-3 crews in the field at a time and are responsible for 24 hour contact with each from a post at base. Training and Employment Dates for 2012 Course Directors: June 2 – August 31

Expedition Instructors – Lead Instructors are single point accountable for the safety of their students in the context of a course. An understanding of and sincere belief in the Outward Bound philosophy is critical. Lead instructors possess a wide range of outdoor skills (climbing, sea-kayaking, sailing, camping, etc.), skill in leading initiatives and facilitating challenge courses, human relations and teaching experience, and extraordinary leadership qualities. Wilderness First Responder and CPR certification is required. Lead instructors are responsible for mentoring assistant instructors while on course. The Assistant Instructor position requires the same maturity and skill as that of a Lead and is often used as a position in which one can accrue more field time and obtain a higher comfort level with TIOBEC course specifics. Assistant instructors may work in the field under supervision, or facilitate certain course activities alone. Most assistant instructors work for one season before moving up to lead instructor. This position requires a minimum of WFA and CPR certification. Almost all instructors begin as assistants. 2012 Expedition Season: June 11 through August 27th

Course/Element Specific Requirements for Expedition Positions:

Kayak – Kayak instructor candidates must possess all qualities listed above. In addition they must display strong paddling, navigation, and group management skills on the water. During training instructors are expected to gain and then demonstrate a firm understanding of course area and structure to be considered for employment. Successful candidates will be a minimum of 21 years of age, have extensive experience leading sea kayak trips and possess a Wilderness First Responder Certification or higher. To be considered for the Lead Instructor position a candidate will be required to pass a level III ACA certification included as part of Thompson Island's instructor training. All candidates will be required to pass at minimum a level II to be considered for any position on Thompson Island Kayaking Expeditions. Upon hire, Instructors will be responsible for becoming a member of or renewing membership with ACA to receive their certification paperwork. An understanding of Outward Bound philosophy and methodologies is preferred for all Expedition Instructor positions.

Pulling Boat Captains (Watch Officers) – Pulling Boat Captains for Thompson Island Outward Bound must have a current 50 ton, near coastal USCG license with auxiliary sail endorsement and extensive personal sailing experience in a variety of conditions. Captains work with at least one Assistant Instructor or Assistant Watch Officer on course. Sailing courses range from one to fourteen days in duration; students are 12-21 years of age. Sailing staff must be sufficiently fit to participate in all activities on course and maintain ample energy, strength and focus to assist students with physical and emotional obstacles.

Full descriptions of 2012 Thompson Island Outward Bound Expeditions can be found at:
<http://www.thompsonisland.org/youth-programs/summer-expeditions>

Youth Jobs Program Staff

Course Directors – The Youth Jobs Course Director is responsible for oversight of every aspect of Green Corps / Island Ambassador program delivery and safety. This includes leading crew leader and youth worker training, prep days, and daily work briefings, development of projects, weekly calendars, and daily itineraries, and managing youth attendance and payroll. The FS will interface with TIOBEC operations staff, logistics staff, kitchen staff, waterfront, and other aspects of TIOBEC, as well as external partners in the Harbor such as NPS and DCR, to ensure efficient program management and delivery within the parameters of the island systems Training and Employment Dates for 2012 Youth Jobs Course Directors: June 1 – August 20.

Field Crew Supervisors – Crew Supervisors will work collaboratively with a group of 10 youth to lead environmental stewardship and interpretive projects on the Boston Harbor Islands. Crew leaders have single-point accountability and are responsible for the safety and productivity of the youth they supervise under the guidance of the Youth Jobs Course Director. Crew Leaders are on the ground working with the crew each

day, role modeling integrity and compassion and mentoring the youth in their charge to help them become ready and compassionate leaders. Training and Employment Dates for 2012 Youth Jobs Field Crew Supervisors: June 1 – August 20

For more information on Thompson Island's Youth Jobs Program, please visit:
<http://www.thompsonisland.org/youth-programs/youth-jobs-programs>

2012 Salary and Field Credit Information



Facilitator positions at Thompson Island Outward Bound earn a competitive \$250 - \$300 weekly stipend based on qualifications and experience and are provided housing and most meals throughout employment period. Most Specialist and Expedition positions earn \$73 – \$150 per Diem based on job description, field credits, qualifications and applicable certifications and licensure (see following pages for expedition credit information). Expedition staff is provided housing and board while on course or participating in trainings. All employees have access to our professional discount program while under employment with Thompson Island Outward Bound.

Expedition Staff - Field Credit Accrual and Tracking

- Pay rates are determined and fixed before a contract is offered and are in effect for the duration of that contract.
- A contract can be for one course, multiple courses, or for an entire season. There are no pay rate reviews mid season/contract period. Instructors must request a review by the Staffing Department at the end of a contract period for credit accrual to be considered towards pay rate increases.
- Accrued field credit documentation and reporting is the responsibility of the instructor.
- Claimed field credits are subject to verification and must be submitted with contact information from all relevant employers. Misrepresentation will void the contract and may result in pay scale adjustment to appropriate level for days worked. Gross misrepresentation may result in termination.
- Rates are set by job description and paid according to respective credit levels only while serving in that particular job description.

It is each expedition staff member's responsibility to document and verify field credits on a Field Staff Credit Sheet (provided upon hire) to determine their per Diem rate and track their professional development. Field credits will not be applied retroactively to affect pay rates. Field Staff Credit Sheets are issued when candidates are first offered training or employment opportunities with Thompson Island. It is required that they are out prior to an employment contract being issued and are updated by the staff member to be approved by the Staffing Department prior to the start of each new employment contract (seasonal).

An initial credit level for each new staff person will be determined as follows:

Field Experience

- 1 field day accrued while serving in a paid position of responsibility for course delivery and student safety on an OB, NOLS, WEA, or AEG company expeditionary course delivered within wilderness context = 1 credit
- 1 field day accrued while serving in a paid position of responsibility for course delivery and student safety on an expeditionary course delivered within wilderness context for any other organization = ½ credit
- 1 field day accrued while serving in a paid position of responsibility for course delivery and student safety for an OB, NOLS, WEA, AEG company, or Project Adventure course not delivered within wilderness context = ½ credit
- 1 field day accrued while serving in a paid position or responsibility for course delivery and student safety on a course not delivered within wilderness context for any other company = ¼ credit
- ***At least 25 credits must come from paid wilderness context leadership experience to qualify as a wilderness Assistant Instructor on TIOBEC expeditions.*

Education

- Master level degree in a related field, i.e. Education, Natural History, MSW: up to 30 credits, to be determined by Staffing Department or PD.
- Bachelor level degree in a field specific to program delivery, i.e. Outdoor Rec. Leadership, Wilderness Leadership, Adventure Education: up to 30 credits, to be determined by Staffing Department or PD.
- Approved internship at TIOBEC or other OB school of at least ten weeks = 20 credits

Other

- Credits may be given for other related experience depending on relevance to the TIOBEC mission and course delivery, to be determined by Staffing Department or PD. Request for consideration of credits for unspecified relevant experience must be submitted by written petition to the Staffing Director or PD before a contract is signed.

Credit Accrual While Employed By TIOBEC:

- 1 field day while working on a wilderness context course for TI (including pre and post course days) = 1 credit
- 1 field day while working on any TI course not delivered within wilderness context = ½ credit

2012 Applicants:

Please send a current resume with a cover letter, describing what opportunities or job description, you seek with Thompson Island Outward Bound Education Center, to: staffing@thompsonisland.org. A phone interview will be scheduled with qualified applicants, giving them an opportunity to ask more specific questions and receive details about how to continue in the application process.

Returning Staff:

To be considered for 2012 employment, please return your Dream Sheet by January 15th. If you have not received a Dream Sheet and are interested in 2012 employment, please email: jsmithwood@thompsonisland.org

Mailing Address:

Thompson Island Outward Bound Education Center
P.O. Box 127
Boston, MA 02127

Fax:

617-426-5637

Please mark all application materials "Attention: Staffing Department"

Website:

www.thompsonisland.org



We look forward to you joining our 2012 crew!