Located on the shores of beautiful Lake Coeur d’Alene and nestled in the mountains of Idaho, NIC Outdoor Pursuits exercises both mind and body through wilderness based, environmentally sound outdoor adventures. Our activities foster personal growth through self-awareness, teamwork, and risk taking. We provide a non-profit outdoor service with trips, instruction, and rentals for everyone in our community.

Program Overview

The goal of our internship program is to develop outdoor professionals through immersion in an intense, hands-on outdoor programming experience. We are devoted to creating an environment through which our interns will grow professionally and personally.

As an intern at NIC Outdoor Pursuits your job will be to assist with every aspect of the program including: adventure trips, skills clinics, equipment rentals, special events, challenge course programming, climbing wall and program administration. Interns will shadow professional staff until their confidence and abilities are up to teaching or leading on their own or with a co-leader. While we certainly value experience in each of our programming areas, we do not require proficiency in any one area of the internship. We do, however, expect interns to apply themselves and gain the skills necessary to teach many of our activities by the end of their time at NIC Outdoor Pursuits.

**Adventure Trips:** Interns serve as trip leader or assistant trip leader on Outdoor Pursuits trips in the fall and spring semesters. Offerings vary with the season and can include backcountry skiing, whitewater rafting and kayaking, surfing, flat water kayaking and canoeing, and backpacking.

**Skills Clinics:** Interns will teach or assist in teaching skills clinics such as sea kayaking, rock climbing, sailing, paddleboarding, ski tuning, bike maintenance, fly fishing, and avalanche education.

**Equipment Rentals:** Interns will assist in running the rental program. Interns are responsible for equipment selection, equipment maintenance, inventory management, reservations, and cash handling.

**Challenge Course Programming:** Interns will facilitate or assist in facilitating group development programming on our high and low ropes challenge course. The challenge course is on campus and available to everyone in the community.

**Climbing Wall Programming:** Interns will serve in an operational role at the climbing wall in our Student Wellness and Recreation Center. This includes route setting, skills instruction, customer service, risk management, and membership management.

**Special Events:** Interns may be involved in special events programming. Campus Recreation hosts various programs, competitions, and activities that interns may have responsibilities within. Community engagement is a priority of North Idaho College and interns may get involved with special events partnerships with community entities.
Minimum Qualifications – Interns must:

- Be an excellent communicator
- Have completed at least two years of college education
- Be able to work flexible and often long hours
- Be able to lift and carry objects weighing up to 75 lbs
- Possess comfort in water and a knowledge of water safety
- Be comfortable working at heights (example: challenge course programming)
- Maintain certification in CPR/First Aid (WFR preferred)
- Possess a current driver’s license
- Pass a background and driving record check

Preference is given to interns pursuing a college degree that includes an internship within its curriculum. The experience is designed for but not limited to those seeking degrees in outdoor recreation related fields of study.

Compensation

Stipend: Interns will be paid a $1,500 stipend over the 4-month internship.

Housing: Off-campus, apartment housing is provided. Interns will share a bedroom and bathroom with someone of the same gender (dorm room style), and may share an apartment with someone of the opposite gender. Interns will not be asked to share a bedroom with someone of the opposite gender. Interns will sign a housing agreement that outlines the expectations and rules of the intern housing. Sorry, no pets per our agreement with the rental agency.

Experience: Interns will obtain an understanding of how a college outdoor program works.

Instruction: Interns will have the opportunity to learn and teach outdoor skills. Responsibilities are based on the intern’s skill levels and progression through instructor shadowing.

Certification Opportunities: Interns may have the opportunity to earn professional certifications at a discount during the internship. Certifications offered depend on the term (spring, summer, or fall) of the internship and may include one or more of the following: Avalanche Level 1, WFR, WFA, or ACA Swiftwater Rescue.

Fun: Coeur d’Alene, Idaho is a premier location for outdoor recreation. With a multitude of skiing, hiking, biking, paddling, and climbing opportunities within minutes of town, your days off can be as adventurous as you are.

Throughout the Experience

Interns often come to NIC with internship requirements from their home institution. NIC will meet and often exceed those requirements, however it is on the intern to meet deadlines for their homework, projects, or other assignments. Whether a requirement or not, interns will meet with OP professional staff at the outset and midterm of the internship to set up projects and check in on internship progress. We are in continual communication throughout the internship term, however we find a more formal meeting helps organize thoughts and ideas into action items that interns find valuable.
Interns often ask what a “normal” workday looks like at Outdoor Pursuits. Daily tasks generally relate to planning, implementing, assessing, and associated logistics for one or more of the activities in the program overview. These come in conjunction with covering the office, answering customer questions, giving OP elevator speeches to visiting tour groups, renting and maintaining equipment, improving facilities, and many other pieces that make up Outdoor Pursuits and its contributions to the college as a whole. Depending on the season, we work early, late, and during weekends, but for the most part we are an 8am-5pm operation. During the summer, Outdoor Pursuits is a 7-day a week business. Two interns will staff the beach each weekend from 10am-6pm and that schedule of beach responsibility is set by the intern team as a whole. Each group of interns has come up with a unique rotation schedule to equitably divide the work responsibilities and almost all interns come away saying that the autonomy to set that schedule was one of their favorite parts of the summer.

We understand that the idea of living on the stipend alone can be daunting but all interns have successfully accomplished this feat. Each person brings their own standard of living and associated bills, but if interns challenge themselves to live frugally for the duration of their internship experience they can pull it off. The most economical grocery store in town is across the street from the apartment, and the commute is about a three-mile bike ride on a paved bike path. We discourage seeking out a second job during the internship; the dynamics of our work schedule do not allow for solid time commitments after work and it is important to take time to recharge through rest and fun in your spare time.

As previously mentioned, we often work long days here at Outdoor Pursuits; nights and weekends are required for much of our programming. While we encourage you to get after it on the mountain or at the crag in your spare time, we also want interns to use that spare time to recharge before they are in an energy deficit. If you sense fatigue setting in, please take care of yourself and speak up; we value health and wellbeing above all else and if you need an extra moment of time to rest we want to help make that happen. An internship at NIC is about learning new things and that is best accomplished when you feel fresh and motivated.

Hiring Process

Once the application period closes, we will reach out to qualified intern applicants to schedule a phone interview. The interview committee is comprised of two or more of the following: Outdoor Pursuits Coordinator, OP Assistant Coordinator, Director of Campus Recreation, Recreational Sports and Fitness Programs Coordinator, and current Outdoor Pursuits interns.

Upon completion of the interviews, offers will be made to qualified applicants. If the position is accepted, we will then complete any necessary paperwork from the intern’s home institution and gain signatures on North Idaho College internship documents. Interns will work with youth under 18 years of age and drive a college vehicle at some point in their internship. Thusly, interns must pass a background check for any prior incidents that preclude work with youth and driving record check for major infractions. These checks are conducted by the Human Resources department and details of the checks are not seen by Outdoor Pursuits staff.

Lastly, we will maintain communication with the incoming interns in order to answer any questions they have to help them prepare for their experience in Idaho. We want each intern to feel prepared for their experience in Idaho and encourage phone calls, emails, or texts to ask any and all questions that arise.
Seasonal responsibilities may include but are not limited to:

**Spring** - January-May (2 internship openings, apply by October 1st)

- skiing and snowboarding
- cross country skiing
- snowshoeing
- backcountry skiing/snowboarding
- avalanche education
- ski/board tuning
- Special Olympics volunteering
- outdoor cooking
- climbing wall operations
- challenge course programming
- wilderness medicine
- backpacking
- mountain biking and maintenance
- surfing
- flatwater canoeing/kayaking
- whitewater rafting
- equipment maintenance

**Summer** - May-September (6 internship openings, apply by February 15th)

- sailing
- paddleboarding
- flatwater and whitewater kayaking
- whitewater rafting
- canoeing
- challenge course programming
- youth programming (ages 12-16)
- rock climbing - indoor and outdoor
- mountain biking
- bike maintenance
- equipment maintenance

**Fall** - August-December (2 internship openings, apply by April 30th)

- sailing
- paddleboarding
- climbing - indoor and outdoor
- challenge course programming
- mountain biking
- backpacking
- surfing
- flatwater and whitewater kayaking
- canoeing
- Wilderness First Responder
- Skiing/snowboarding
- Fly fishing