



WOONASQUATUCKET RIVER  
WATERSHED COUNCIL

## Position: Recreation Guide and Coordinator

### About the WRWC

*The mission of the Woonasquatucket River Watershed Council (WRWC) is to create positive environmental, social, and economic change by revitalizing the Woonasquatucket River, its Greenway and its communities.*

The Woonasquatucket River Watershed Council (WRWC) is looking for a **part time, year-round** Recreation Guide and Coordinator to lead groups on hikes, paddle trips and various other recreational activities throughout the Woonasquatucket River Watershed. This public-facing role requires a candidate who can effectively communicate and embody WRWC's mission, facilitating experiences that bring mutual benefit to both participants and the environment. Our Recreation Department furthers this mission by offering restorative, enjoyable, safe, and informative excursions that connect people to the watershed, fostering mental and physical well-being while building stronger relationships between communities and the natural spaces we share. The Recreation Guide and Coordinator will be responsible for the safety of participants on trips. The Recreation Guide also coordinates with other WRWC program areas, such as our Bicycle and Environmental Education programs, to offer outdoor learning and recreation experiences for youth and adults.

We enthusiastically encourage residents—especially Black, Latine and indigenous residents—of communities in the Woonasquatucket River watershed (Providence, North Providence, Johnston, Smithfield, North Smithfield, and Glocester) to apply.

### Job Responsibilities:

- **Activity Planning:** Collaborate with WRWC staff to design a seasonal schedule of activities, including hikes, paddle trips, bike rides, and workshops that align with WRWC's mission
- **Safety & Trip Facilitation:** Attend and supervise WRWC recreation

program activities throughout the watershed. Prioritize safety to foster positive participant experiences and ensure effective communication with WRWC staff and program participants

- **Logistics & Coordination:** Organize trip logistics in advance such as preparing program materials and supplies (e.g., PFDs, paddles), coordinating with guest guides and educators, and planning other details necessary for running a successful trip
- **Equipment Management:** Maintain and organize recreation equipment and manage effective storage solutions
- **Meetings:** Attend monthly staff meetings (in-person or virtually)
- **Physical Requirements:** Move equipment weighing up to 50 pounds as needed, paddle a canoe/kayak, hike, and walk at moderate intensity

#### Required Qualifications:

- 3+ years experience in outdoor recreation or education (e.g., hiking, backpacking, biking, paddling, naturalist tours)
- Risk management and group facilitation experience
- Strong collaboration and communication skills and a willingness to work with teammates to lead safe and enjoyable trips
- Strong organizational skills and timeliness
- First Aid/CPR trained, or willingness to be trained
- American Canoe Association Certification, or willingness to be certified
- Comfortable swimming and wading in water
- Valid driver's license
- Experience pulling a canoe/kayak trailer on a truck, or willingness to be trained
- Participate in on-water safety training
- Flexible schedule including weekday/evening/weekend availability
- Value environmental stewardship and advocacy
- Must be able to pass a background check

#### Preferred Qualifications

- Fluency in English and Spanish
- Knowledge of special places in the Woonasquatucket River Watershed

#### Compensation:

- \$25-35 per hour, based on experience

#### Schedule:

- Fall/winter/spring season: Average 20 hours/month, 5 hours/week

- Summer: Average 40 hours/month, 10 hours/week
- Opportunities available to grow program and build in more time as desired

To Apply:

Email cover letter and resume to [windham@wrwc.org](mailto:windham@wrwc.org) with subject line: Recreation Guide and Coordinator Application. Or mail to:

Violet Windham

WRWC

45 Eagle Street, Suite 202

Providence, RI 02909

Applications will be reviewed on a rolling basis.

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WRWC is an equal opportunity employer. We do not discriminate against employees based on race, color, religion, sex, national origin, age, disability, or genetic information.