

**Traidhos Three-Generation Barge Program**  
**General Environmental Education Facilitator AY20-21**  
**Key Roles**

*As a General Environmental Education Facilitator, you will work closely with the trip coordinator who is the leader of the trip team. You must become familiar and confident to lead a wide range of activities and to have a working knowledge of operating procedures and safety/risk for each site. You must follow the Barge Program safeguarding policy.*

*During trips you will take an equal part in teaching students with others in the trip team. You will interact with the students, trip teachers and communicate with all members of the trip team. Sometimes you will team teach.*

*In office time you will help to prepare trip materials on the computer, pack, clean, check and clear away equipment.*

*General Environmental Education Facilitators are expected to develop one project to advance an aspect of the Barge Program.*

*In consultation with the Head of Barge and Trip Coordinator*  
**Trip Curriculum Development**

**1.1 Pre Trip**

- Work with the assigned trip team to prepare journals / other teaching aids to support planned program, menus and shopping lists
- Participate in pre trip meeting with Teaching Team
- Read-up activities and prepare thoroughly for teaching activities
- Be familiar with risk assessment document and Standard Operating Procedure of the Program for each site.

**1.2 Trip**

- Share in the supervision of safety provision of staff and participants during teaching and leisure times
- Participate in the professional delivery of the program in line with Program lesson plans and experiential learning teaching style
- Communicate with all participants
- Participate in the purchasing of fresh food
- Take part in all routine trip activities
- Communicate with trip coordinator and staff

**1.3 Post Trip**

- Participate in the completion of a post trip report with all teaching team members
- Share in the responsibility for the cleaning, maintenance and storage of all equipment and first aid materials used during the trip
- Support with Barge Program social media updates

## **2. Program Continuous Improvement**

- Research website resources to enhance our programs
- Help to create new activities, resources and train staff to use them
- Develop a project of personal interest that would benefit the Program

## **3. Other Responsibilities\***

- Work closely to support the office work of the Head of Barge Program
- Prepare website and newsletter reports
- Support with social media posts
- Model the ethos of trying to live sustainably
- Follow all guidelines set down in the Standard Operating Procedure, Risk Assessment and Safe-guarding documents
- Support Traihdos EE Camps and Visiting School Programs in Chiang Mai as as needed

**\*Other Responsibilities can be developed based on individual needs and interests.**