

ASHLAND UNIVERSITY

RECREATION & WELLNESS

Title: Climbing Wall Manager

I. Job Summary

The Climbing Wall (CW) Manager is responsible to lead the Climbing Wall program. With support of the Graduate Assistant, Programs, the CW Manager will train, evaluate and support the Climbing Wall staff. This individual will work to strengthen and grow the program, all the while continuing to work at the climbing wall throughout the semester.

II. Job Relationship

- A. Responsible to: Director of Recreation and Wellness
- B. Supervised by: Graduate Assistant, Programs
- C. In the absence of full-time staff, is under the supervision of the Facility Manager

III. Responsibilities

- A. Train, evaluate and assist in scheduling of Climbing Wall staff.
- B. Work with Graduate Assistant, Programs to create/refine incentive programs to boost participation at the wall.
- C. Review CW participation and recognize individuals who regularly come to climb.
- D. Attend weekly meetings with the Graduate Assistant, Programs
- E. Responsible for top ropes and bouldering equipment.
- F. Ensure the safety of all participants; remedy all unsafe practices or situations immediately.
- G. Follow proper wall opening and closing procedures.
- H. Ensure the safety of all patrons utilizing the climbing wall by providing constant supervision and corrective feedback for unsafe practices.
- I. Assist patrons with harnesses and shoes.
- J. Belay patrons on top rope routes.
- K. Enforce climbing wall & facility policies and procedures at all times.
- L. Maintain positive relations and rapport with users of the climbing wall.
- M. Complete all administrative paperwork during scheduled shift.
- N. Inspect, issue, and maintain climbing equipment; document unsafe equipment and remove it from the inventory to be repaired or replaced.
- O. Determine when routes will be changed and marked throughout the semester and assist in the changing and marking of wall routes.
- P. Maintain a clean work area through completing assigned checklist duties and finding extra tasks to complete when checklist is complete and time allows.
- Q. Perform general custodial and maintenance functions, as necessary.
- R. Other duties as assigned.

IV. Risk Management:

- A. Serve as primary responder to all injuries/medical emergencies that happen within the Climbing Wall, MAC, Observation Deck, Track, Gym Courts, or other area when first to recognize emergency.
- B. Support Recreation Center staff in the case of a medical emergency elsewhere in the building.
- C. Reinforce proper procedures and protocol to ensure a safe climbing experience for participants.
- D. Keep up to date with monthly inspections of all climbing equipment, throwing out any equipment in poor condition

V. Position Qualifications

- A. First Aid, CPR/AED certified.
- B. Maintain a minimum 2.5 GPA.
- C. At least 1 year in the role of Climbing Wall Supervisor.

Updated: 9/23/25

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