

GeoEx Trip Leader

Who We Are

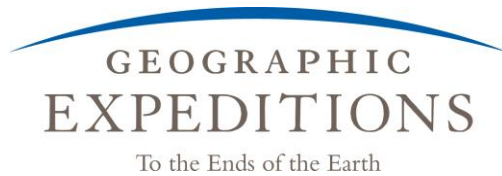
[Geographic Expeditions \(GeoEx\)](#) offers cultural tours, treks, safaris, and journeys by ship and train to the world's most astonishing places. We have been a pioneer of travel to remote and challenging destinations since 1982, responsibly opening doors to surprise and delight our guests while respecting, supporting, and celebrating local communities and environments.

We've been honored to be chosen as one of *Outside* magazine's **Best Places to Work** for 11 years running, in part due to a work environment firmly based on performance, respect, and creative fun. We are proud to be a San Francisco and California Certified Green Business, based at the [Tides Converge](#) building in San Francisco's beautiful Presidio Park.

We are a diverse family of like-minded adventure travel aficionados dedicated to delivering thoughtful, authentic, and life-enriching experiences across the globe. We are equally passionate about finding the right fit for our team and our travelers.

What You'll Do

- Lead our carefully developed, high-end small group trips, ensuring an optimal experience for each guest
- Be attentive and respectful of each guest, ensuring their safety, comfort, and enjoyment
- Be engaging, personable, well-presented, thoughtful and interested in how each guest is doing
- Manage the group, diplomatically but firmly, offering concise direction and updates throughout the day regarding the flow of the trip, indicating that you take everyone's safety, comfort, and enjoyment seriously
- Collaborate and coordinate with all staff on the trip, with a particular emphasis on partnering with your guide(s) and ensuring the most advantageous execution of the daily itinerary
- Review and familiarize yourself with all trip-pertinent documents, including the itinerary, inclusions and exclusions, and all guest-facing material
- Offer an arrival orientation, as well as daily updates, morning and evening, so each guest always feels informed and prepared
- Thoughtfully and knowledgeably answer guests' trip specific questions in collaboration with your guide(s)
- Manage and assist in an emergency, contacting all pertinent parties, including our 24-7 paramedic-staffed emergency line, GeoEx emergency phone, our DMC, etc.



What You'll Bring

- Experience leading complex, high-end trips for well-traveled, well-educated, curious individuals with high expectations
- Deep travel experience in Asia, Americas, North Africa or the Middle East
- A dedication to exceeding our guests' expectations
- A love of your job and determination to ensure that each guest has the best possible experience
- A demeanor that is punctual, calm but enthusiastic, respectful but firm, flexible but intent on providing the experiences described in the itinerary
- A talent for reading social cues and understanding and navigating group dynamics
- An ability to think on your feet and tactfully solve problems as they arise
- Basic first aid background and an unflappable, focused approach in an emergency
- A solid understanding of the destination(s), including but not limited to familiarity with the weather, cuisine, religion, history, politics, etc.
- Strong writing and organizational skills, producing post trip report in a thorough and timely manner
- Proficiency with communication technology such as WhatsApp, Microsoft Teams, Zoom, as well as itinerary platform applications such as Axus. Comfortable accessing these on your smart phone.

What You'll Receive

- Support from your knowledgeable and supportive in-house staff
- Support from our reliable, professional, and highly adept colleagues in the destination where you are leading our trip
- Incredible travel opportunities, often to edgy, off-the-map GeoEx destinations
- Daily stipend and gratuities

TO APPLY:

Please [follow this link and complete the application form.](#)