



Vermont Youth Conservation Corps  
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## CREW LEADER

Date Posted: January 30, 2019

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**Job Title:** Crew Leader

**Department:** Conservation

**Reports To:** Conservation Program Staff

**Position Status:** Full-time, Temporary

**Date:** 2019

**Exemption Status/Reason:** Exempt

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### Job Summary

As a Crew Leader, you will serve as an educator, work supervisor, and role model for four to eight Crew Members (15-24 years old). You and your co-leader will guide your crew in completing priority projects while helping Crew Members develop technical and leadership skills. Conservation Crews projects may include: trail restoration and maintenance, bridge and boardwalk construction, lean-to restoration, backcountry carpentry, watershed enhancement, and invasive species removal. As a Crew Leader, you will facilitate community building, oversee the health and safety of your crew, and teach both life and job skills. You will work with VYCC staff and project partners to ensure the success of your project and crew. You must be ready for a challenge and enjoy working alongside a diverse group of individuals.

### Essential Functions

- Crew Supervision:
  - Facilitates a structured education and work program for a crew of youth or young adults
  - Maintains positive crew morale, fosters teamwork among Crew Members, and leads by example
  - Enforces VYCC policies and procedures, and is responsible for maintaining project and program goals, as well as the VYCC mission

- Maintains an emotionally and physically safe work and living environment for all participants
- Project Accomplishment:
  - Coordinates work projects with project sponsors and VYCC staff
  - Maintains production, quality, and safety standards for crew
  - Communicates and ensures completion of project goals
  - Performs physical work safely in all weather conditions
- Crew Member Development:
  - Fosters and models a supportive and encouraging environment both on the job site and in camp
  - Conducts trainings for Crew Members in areas such as: proper tool use, first aid, workplace safety, leadership/management skills, and effective communication
  - Implements VYCC youth development outcomes and education curriculum
  - Conducts feedback meetings that help Crew Members set goals, assess growth and celebrate progress
- Communication:
  - Develops reports for projects, equipment, budget, Crew Member development, education, and safety
  - Maintains regular communication with VYCC headquarters staff and project partners

## **Qualifications**

- An understanding of and commitment to the Vermont Youth Conservation Corps mission
- Ability to uphold and enforce all VYCC rules and policies
- Ability to manage complex logistics
- Valid driver's license and good driving record for at least 3 years
- Wilderness First Aid and CPR or equivalent
- At least 20 years of age
- Willingness to undergo a criminal background check

## **Preferred Knowledge, Skills and Abilities**

- Previous experience with trail construction
- Previous experience with backcountry camping
- Exceptional time management and organizational skills, and attention to detail
- Excellent interpersonal, verbal communication, and writing skills
- Preference given to applicants with experience in conservation work or similar education-based programs

## **Physical and Mental Demands**

- Ability to operate certain types of mechanized equipment applicable to work projects.
- Ability to operate a motor vehicle.
- Ability to read, speak and write clearly and professionally.
- Ability to bend at the knees, occasionally lift and exert up to 100 pounds of force, and/or up to 30-50 pounds of force frequently to move objects in the field.

- Ability to perceive at close and far distances and to maintain visual acuity to determine the thoroughness of work projects in the field.
- Ability to maintain physical, repetitive tasks that require the use of your whole body.
- Ability to walk and stand for long periods when in the field while carrying up to 30-50 pounds.
- Ability to work and live outdoors in a variety of weather conditions.

## Compensation & Benefits

- Earn up to \$585 per week
- AmeriCorps positions earn an [AmeriCorps Education Award](#) upon successful completion.
- Paid Wilderness First Aid Certification
- Robust training prior to the season starting. Training includes, but not limited to:
  - Leave No Trace (c) Certification
  - 3 day Professional Technical training including carpentry, dirt and stone work with local professionals in the field
  - Equity and Inclusion
  - Risk Assessment and Safety Management
  - Youth development
  - Social, Emotional and Mental Health
- Health Care and Dental Insurance, for Long Term Crew Leaders (May-Late October)
- Returners may be eligible for our Simple IRA plan.
- Farm fresh food from our organic farm.
- Housing (limited on the farm, please inquire)
- One week session breaks (every 4 weeks), which include 2-3 days off to play in Vermont!
- Organizational dedication to on-going professional development
- Career and college advancement opportunities and pathway support
- Discounts and pro-deals at some of your favorite retailers including, Prana, Red Ants Pants, Lenny's Shoe and Apparel and many others!
- Access to our robust Alumni network for networking and future adventures!

## About VYCC

Our mission is to teach young people personal responsibility through meaningful work that connects us to the land, community, and one another. Youth and young adults (ages 15-24) join VYCC for practical and hands-on work, personal growth, and deep connection to the natural world by working on farm and conservation crews across the state. Learn more at [VYCC.org](http://VYCC.org).

## Excellence and Equal Opportunity at VYCC

VYCC has a deep commitment to excellence. We believe we are strongest when our team includes members with a broad range of life experiences. We strive to achieve this at all levels of our organization, and actively encourage and recruit, develop, and retain the most talented people from a diverse applicant pool. VYCC is proud to be an equal opportunity employer.

## Work Environment

Crew Leaders spend most of their time outdoors, working with and leading a small team while also interacting with project sponsors, community members, and VYCC staff. A majority of our Crew Leader positions require living in a tent in a camp setting.

***Disclaimer:** The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. All of the listed functions are important and are in no particular order. This is not an exhaustive list of all responsibilities, duties, and skills required. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed.*

## **REVIEW**

Employee:

I have read and understand the responsibilities of my position as described in the preceding job description.

\_\_\_\_\_  
Leader Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **APPROVAL**

Direct Supervisor:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date