



WE ARE LOOKING FOR GREAT LEADERS LIKE YOU.

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FORESTRY PROJECT MANAGER

Date Posted: December, 2019

Department: Conservation

Reports To: Conservation Program Director **Position Status:** Full-time, Year Round

Position Start: Position open until filled. **Exemption Status/Reason:** Exempt

Job Summary

The Vermont Youth Conservation Corps (VYCC) is seeking the new position of a full-time Forestry Project Manager (FPM) to join our team. This position will establish a new forestry project initiative at VYCC, helping to grow young Vermonters' passion for and commitment to the protection of our state's public lands. The FPM will be key to ensuring that this new initiative becomes a powerful learning opportunity for Corps Members, results in the safe and high quality completion of forestry projects, and emerges as a sustainable and enduring project within VYCC's broader suite of programs. If you love sharing the magic of forestry with future generations, this could be your dream job.

A successful candidate has experience as a program manager, with a strong background in forestry and education and a passion for working closely with young people. They are an experienced project manager, both with a chainsaw in their hands and behind a keyboard. They are committed to be the kind of teammate others look forward to partnering with and are able to roll with challenges and take time to celebrate success.

The FPM will: develop partnerships with state agencies, education institutions, forestry consultants, land managers, land owners, and other organizations throughout Vermont; utilize these partnerships to identify appropriate projects for VYCC crews and secure contracts and work agreements; recruit and hire Crew Leaders and Members; oversee and support crew operations to ensure safe and efficient project completion; and work closely with education partners and VYCC staff to deliver engaging and hands-on curriculum. VYCC is committed to creating innovative programming, while building on a rock-solid

foundation of over 35 years of field-based work crews. The new FPM will embody this spirit.

Reporting to the Conservation Program Director, the FPM will work closely with all staff at VYCC and is a member of the Conservation Program team. This position is integral to the success of our programs, is full-time and salaried (average of 40 hours a week), requires some in-state travel and frequent presence in our office in Richmond.

Essential Functions

Partnership Development

- Build relationships with potential project partners. Effectively communicate the value and impact of forest management practices as well as the VYCC experience.
- Collaborate with project sponsors to ensure projects are of the highest quality.
- Coordinate with consulting foresters to assist private land owners to both enroll in federal land management programs and to meet the obligations of their formal forestry and land management objectives.
- Collaborate with municipal, state, federal, and private partners to identify and implement short-term and long-term environmental strategies.

Project Procurement

- Identify projects that fit with the VYCC's crew model: small teams working with chainsaws, brush saws, and hand tools.
- Secure funding for projects through a variety of revenue streams, including private, municipal, state, and federal sources.
- Develop systems for paperwork, data tracking, reporting, etc.

Crew Support and Oversight

- Work closely with Crew Leaders and Forestry Staff to ensure high standards for safety and project quality.
- Provide logistic support for crews, including equipment, first aid, communications, etc.
- Act as a liaison between Crew Leaders and project partners, managing project goals, personnel, and other stakeholders.
- Support Crew Leaders in management of Crew Members. Interpersonal skills and the ability to motivate people are essential.

Education

- Work with VYCC staff, VT Technical College, and Career and Technical Education Centers to incorporate forestry curriculum into VYCC's work-based crew model.
- Model and demonstrate to Crew Leaders teaching and facilitation techniques appropriate for learning in the outdoors.

- In addition to delivering curriculum, gather data that can be used to assess learning outcomes.
- In collaboration with VYCC staff, connect VYCC alumni with prospective employers.

Administrative

- Manage Project Sponsor and Work Project Databases
- Manage Project Sponsor Evaluation Process
- Track, record, and assess Work Project Accomplishments
- Develop and Coordinate other Project Related Grants for this Forestry initiative
- Oversee project budgets
- Author project reports
- Assist in annual budgeting cycles

Preferred Knowledge, Skills, and Abilities

- Passion for VYCC's mission and purpose and an ability to communicate this energy to others.
- Proven commitment to working with young people to help them learn, grow, and succeed.
- Extensive educational and partnership development experience, coupled with strong forestry know-how.
- Demonstrated commitment to the values of diversity, inclusiveness and empowerment.
- Strong working knowledge of program planning, organizational structure, budgeting, administrative operations, and fundraising.
- Demonstrated experience managing a high-performing team.
- Excellent communication skills, both written and oral, with the ability to represent the organization externally across a wide range of stakeholders and constituencies.
- Expertise in one or more of the following service areas: Youth Corps programming, education, youth development, and/or workforce development.
- Strong relationship builder with the ability find common ground, build consensus, and strengthen collaboration among diverse stakeholders.
- Ability to successfully navigate in a fast-paced, outcomes-driven and entrepreneurial environment.
- Wilderness First Aid/CPR or higher certification.

Required Qualifications and Skills

- Experience in project management as part of meeting stated program goals.
- Strong understanding of mechanics, maintenance, troubleshooting and safe operation of Stihl and Husqvarna chainsaws and brush saws (both field repairs and shop repair).
- Knowledge and comfort with saw skills, for example, one of the following sawyer curricula: MTDC Chainsaw /Crosscut, NWCG S-212, or Soren Eriksson's Game of Logging.
- Valid driver's license and satisfactory driving record.
- Ability to work some evenings and weekends when required.
- Ability to travel throughout Vermont and, on rare occasions, out of state.

About VYCC's Culture, Workplace, and Compensation & Benefits

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.

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.

Our Workplace

The Forestry Projects Manager will be based out of the Vermont Youth Conservation Corps Headquarters Office at the historic West Monitor Barn, in Richmond, VT. Our office is a collegial, bustling, and fun open office atmosphere, which offers staff opportunities to interact and collaborate. Successful staff are able maintain focus and productivity, balance personal initiative and independence, and plug into our team in ways that help us do our best work as an organization. Staff enjoy the perks of the Farm at VYCC and forest campus year-round, as well as the happenings of nearby downtown Richmond.

Compensation & Benefits:

- Salary, Exempt from overtime, range \$37,000-41,000 starting.
- Medical and dental insurance
- Annual (CTO) and sick leave
- On-going professional development
- Member of a mission-driven, fun, results-oriented, and dedicated team of professionals
- Member of a dynamic organization with tremendous impact on Vermont's youth and environment

How to Apply

Please complete our VYCC General Application (<http://bit.ly/VYCCapp>), to which you'll upload a cover letter, resume, and contact information for three professional references. No calls, please.