



## AMERICORPS CREW LEADER POSITION DESCRIPTION

Date Posted: January 25th, 2021

### Position Summary

VYCC is seeking AmeriCorps Crew Leaders to play key leadership roles in the Food and Farm Program, which supports young people in work and service opportunities. A successful Crew Leader is able to foster an inclusive and supportive crew community, help Crew Members navigate challenges and celebrate successes, and provide opportunities for personal and professional growth. VYCC is challenging. There will be mud, weeds, sore feet, and tired hands. But there will also be sunny days, successful harvests, personal connection, and an ability to enact positive change. If you are excited to dig in, get dirty, and help make communities and individuals stronger and more resilient, this service opportunity is for you.

### VYCC Food and Farm Program Overview

VYCC's Food and Farm Program engages young people in diversified, sustainable agriculture, culinary education, and community food security work on our campus in Richmond, Vermont. We grow organically certified vegetables and pasture raised chickens for our nationally recognized Health Care Share project, which connects Vermont families who experience barriers to accessing locally grown produce or have diet-related disease with a weekly vegetable share in partnership with medical centers. We also raise layer hens for eggs, pigs for meat and additional vegetables, flowers and herbs that we sell through our vibrant, on-site farm stand. Crew Leaders are essential to the success of the Health Care Share and the daily operations of the farm. These projects are made possible through VYCC's partnership with AmeriCorps and SerVermont.

### Essential Functions

*Crew Teambuilding, Education & Supervision*

- Follow and enforce VYCC policies and procedures including the rapidly evolving COVID-19 protocols
- Model appropriate COVID-19 safety for members including masking, distancing, and proper hygiene

- Create a crew culture that prioritizes physical and emotional safety
- Facilitate a structured education and service program for the crew
- Foster teamwork among Crew Members, lead by example, and support Crew Members as they navigate challenges and successes
- Conduct trainings for Crew Members in areas such as: proper tools use, workplace safety, leadership skills and effective communication
- Lead groups of volunteers visiting in the farm

#### *Crew Member Growth*

- Foster and model a supportive and encouraging environment for the crew
- Conduct feedback meetings that help Crew Members set goals, assess growth, and celebrate progress

#### *Project Accomplishment*

- Work with the farm team to ensure project quality and completion
- Maintain safety standards for crew
- Effectively communicate and ensure completion of project goals
- Perform physical work safely in all weather conditions

#### *Communication & Reporting*

- Maintain regular communication with direct supervisor and VYCC headquarters staff
- Write a detailed final evaluation of the program
- Engage in an individual professional development plan, supported by your direct supervisor
- Participate in AmeriCorps Orientation and Training

#### **Required Qualifications**

- Be a U.S. citizen, a national, or legal permanent resident alien of the U.S.
- Be at least 20 years of age (there is no upper age limit)
- Ability to lead and be part of a team made up of diverse individuals
- Excellent time management, organizational, and communication skills
- Willingness to work hard, in all types of weather and environments
- Experience in risk management and being responsible for the health and safety of others
- Ability to adapt to change and move outside of comfort zones
- Experience in providing and receiving feedback, and creating a culture of learning and growth
- Ability to uphold and enforce all VYCC policies and principles
- Excellent interpersonal, verbal, and writing communication skills
- Be willing to undergo a National Service Criminal History check, Agency of Human Services check, and have not been convicted of murder or sexual assault.

### **Preferred Qualifications**

- Valid driver's license with good driving record for at least 3 years
- Experience in teaching, mentoring, or group facilitation

### **Weekly Schedule**

- Leaders will serve an average of 45 hours/week, Monday-Friday. Possibility for occasional weekend commitments during season.

### **About The Vermont Youth Conservation Corps (VYCC)**

The VYCC is a 501c3 nonprofit focused on engaging young people in service, work, conservation, and agriculture. Since 1985, VYCC staff have provided valuable work and learning opportunities to youth and young adults from across the country and from nearly every town in Vermont. Our model is strong and simple: young people, working together, guided by highly trained leaders, completing priority projects in conservation and agriculture.

### **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.

### **Service Environment**

Crew Leaders spend most of their time outdoors, serving either at the VYCC Farm in Richmond, VT or the Bluffside Farm in Newport, VT.

### **Prohibited Activities**

In accordance with 45CFR 2520.65, AmeriCorps members may not perform prohibited service activities directly or indirectly while in service. The prohibited activities are outlined in one's Member Service Agreement.

### **Compensation & Benefits**

- AmeriCorps Living Allowance paid biweekly
  - Three Quarters Time (TQT) 1200 Hours: \$400/week
  - Reduced Half-Time (RHT) 675 Hours: \$400/week
- Eligible for Segal Education Award upon completion of service (service terms vary by member – choose the applicable term below)
  - Three Quarters Time (TQT) 1200 Hours: \$4,336.50
  - Reduced Half-Time (RHT) 675 Hours: \$2,360

- Weekly vegetable share
- Organizational dedication to on-going personal and professional development
- College and career pathways support through VYCC's Recruitment and Alumni Manager
- Access to our robust Alumni network for future adventures and career assistance

**Terms of Service and Dates of Service:**

675 and 1200 Hour terms

(Service terms and start dates vary by member. Fill in any variance in the boxes below)

Service Term:

Dates:

**Printed Member Name:** \_\_\_\_\_

**Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Program Director:** \_\_\_\_\_

**Program Director Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Apply online at [vycc.org/Join](http://vycc.org/Join). If you have any questions about the position, contact Andrew Whitehead, Program Manager [andrew.whitehead@vycc.org](mailto:andrew.whitehead@vycc.org) and Kyle Weatherhogg, Program Coordinator [Kyle.weatherhogg@vycc.org](mailto:Kyle.weatherhogg@vycc.org)

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