



**WE ARE LOOKING FOR GREAT LEADERS LIKE YOU.**

Vermont Youth Conservation Corps | 1949 East Main St. Richmond, VT 05477 | 802-434-3969 | Info@VYCC.org | VYCC.org

## WOODSTOCK CREW LEADER

Date Posted: January 22,  
2021

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**Department:** Conservation

**Reports To:** Conservation Program Staff

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

**Position Start:** April 2021

**Exemption Status/Reason:** Exempt

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### Job Summary

VYCC is seeking Crew Leaders who can inspire the next generation of world changers. 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 by design. There will be mud, bugs, sore feet, and tired hands. But there will also be sunny days, campfires, 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 job is for you.

### Program Overview

VYCC's Conservation Program engages young people in hands-on projects that benefit Vermont's environment and communities. The work of a Conservation Crew includes trail construction and maintenance, carpentry, water quality improvement, and forest management. Conservation Camping Crews tackle projects all across Vermont, moving from one project to another as they work and live together as a group for weeks at a time. Conservation Day Crews are rooted in a community – either Richmond or Woodstock for 2021 – and work but do not live together as a group. Conservation Crew Leaders are essential to the success of any Conservation Crew and their efforts have a significant impact on habitat, water quality, and outdoor recreation in Vermont.

### 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

- Maintain an emotionally and physically safe work and living environment
- Facilitate a structured education and work program for a crew of young adults
- 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 tool use, first aid, workplace safety, leadership, and effective communication

#### *Crew Member Growth*

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

#### *Project Accomplishment*

- Coordinate work projects with project sponsors and VYCC staff
- Maintain production, quality, and safety standards for crew
- Effectively communicate and ensure completion of project goals
- Perform physical work safely in all weather conditions

#### *Communication & Reporting*

- Develop reports for projects, equipment, budget, Crew Member growth, education, and safety
- Maintain regular communication with VYCC headquarters staff, and project partners

#### **Required Qualifications**

- At least 20 years of age (there is no upper 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
- Willingness to undergo a criminal background check
- Excellent interpersonal, verbal, and writing communication skills
- CPR Certification & Wilderness First Aid (if needed, COVID permitting, VYCC provides a WFA Course pre-season)
- Applicants must have readily available access to personal quarantine space and an emergency contact in Vermont in the event of developing COVID-19 symptoms

#### **Preferred Qualifications**

- Valid driver's license with good driving record for at least 3 years
- Experience with work similar to our projects including trail building, carpentry, and invasive species removal
- Experience in teaching, mentoring, or group facilitation

## **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.

## **Work Environment**

Crew Leaders spend most of their time outdoors, working with and leading a team while also interacting with project sponsors, community members, and VYCC staff.

Woodstock Crew Leaders primary worksite is Marsh Billings Rockefeller National Historical Park. Occasional travel to VYCC headquarters in Richmond, VT may be required.

## **Compensation & Benefits:**

- \$535 – 585/week, exempt from overtime
- CPR Certification & Wilderness First Aid Training (if needed, COVID permitting)
- On the job learning opportunities to expand technical skill knowledge through the season
- College and career pathways support through VYCC's Recruitment and Alumni Manager
- Access to our robust Alumni network for future adventures and career assistance
- On-going professional development

Position Description acknowledgment

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_