



## 2018 AMERICORPS CREW LEADER

*The Utah Conservation Corps (UCC) is an AmeriCorps program dedicated to developing the conservation leaders of tomorrow through service and education while improving the quality of public lands through partnership projects.*

### POSITION INFORMATION

- Term Dates: February 12 – November 16, 2018
- Location(s): Positions are available based in Logan, Moab, and Cedar City, UT  
Work at project sites throughout the region
- Schedule: Full-time commitment, hours & schedule vary week to week (45-55 hrs)  
Nearly 100% time spent in the field with significant travel between project sites and field office
- Application: Submit your application on <http://ucc.usu.edu/crewleaderapplication>  
Application review begins **10/15/17** and will continue through January 2018. Positions open until filled.

### POSITION DESCRIPTION

The UCC Crew Leader is an AmeriCorps position where the member participates in leadership skills development during the spring field season and then provides **direct leadership, mentorship, and teaching** for a UCC field crew during the summer and fall field seasons.

During the spring season the Crew Leader participates in essential hard and soft skills trainings and completes conservation projects as part of a crew of crew leader-trainees. Field staff give extra attention to debriefing crew leadership scenarios, helping leaders refine tool and project techniques, attending to areas of individual growth, and teaching the full responsibilities of the Crew Leader position. Crew Leaders will be evaluated throughout the spring season and will only be promoted into the full leadership role upon demonstrating essential competencies.

During summer and fall seasons, Crew Leaders are responsible for preparing and leading a 4-8 person crew in conservation project work, as well as upholding UCC values, ensuring that UCC policies and procedures are followed, facilitating education time with their crew, communicating with project sponsors, and recording & reporting important weekly project outcome data and other documentation.

Field crews are assigned to a variety of conservation projects located across the state of Utah. Projects may include habitat restoration, invasive plant removal, fence building, trail

improvement, forest fuels reduction & other forest fire mitigation efforts, surveying, and more. Each crew has a unique project and travel schedule. All crews are trained in chainsaw and hand tool use, trails techniques, and wilderness medicine. Crews generally camp near project sites and return to their field office location for off time between project weeks. Crews working on local projects may return to their place of residence each night. Crew Leaders are expected to have a place of residence near their field office location.

The Crew Leader position is a State AmeriCorps term requiring a ten-month commitment.

## **RESPONSIBILITIES**

### **1. Conservation Project Management**

- Ensure that UCC policies and procedures are being followed at the project site, camp site, and during travel
- Ensure a safe working environment
- Ensure that the crew is adequately equipped and prepared for project work and working/living conditions, including working through inclement weather and working and living in backcountry settings
- Provide primary in-field leadership to accomplish daily/weekly project outcomes
- Proactively communicate with UCC field staff and project partner (agency) staff about project goals, progress, techniques, problems, etc.
- Ensure that the crew has essential information, tools and supplies to complete assigned project work, travel to project site, and camp near project site.

### **2. Crew Member Mentorship**

- Provide in-field guidance, training, and direction to crew members
- Facilitate positive crew dynamics and crew member development
- Facilitate conflict management and resolution within the crew
- Document crew member incidents and behaviors related to policy violations and disciplinary action; report to field staff in an appropriate and timely manner
- Proactively communicate with field staff about crew dynamics
- Lead and/or facilitate weekly environmental education hours

### **3. Documentation & Reporting**

- Timely completion of documentation and reporting as assigned by UCC field staff including, but not limited to:
  - i. Weekly Progress Reporting
  - ii. Vehicle Inspection
  - iii. Daily Safety logs
  - iv. Incident reports
  - v. Crew Member check-ins and evaluations
  - vi. Debrief notes
  - vii. Tool and equipment logs
  - viii. Rig-up/De-rig scheduling

#### 4. UCC Program Leadership

- Work with co-leaders and field staff to plan, organize, and implement UCC program components, including but not limited to:
  - i. summer and fall crew member trainings
  - ii. crew rig-up/de-rig
  - iii. crew debriefs
- Act in the front line of uncertainty and discomfort, employing skills of motivation, problem-solving, creativity, and adaptability
- Collaborate and communicate with field staff to conduct risk assessment and management at UCC project and campsites
- Give and receive constructive feedback with field staff in a timely manner

#### 5. Other duties, as assigned

### QUALIFICATIONS

- Leadership experience and demonstrated leadership skills
  - Teaching, training, and mentoring
  - Conflict management & resolution
  - Effective communication & interpersonal Skills
  - High degree of maturity & professionalism
- Previous conservation corps, public lands management, or similar experience
  - Chainsaw experience, preferred
  - Trail maintenance and construction experience, preferred
- Demonstrated outdoor skills
  - Camping experience, including backpacking, preferred
- Alignment to UCC mission and values of **safety, service, community, inclusivity, positivity, and commitment**

### REQUIREMENTS

- Support of UCC Mission & Values and a positive attitude
- Commitment to personal growth
- Flexibility – ability and desire to work in a dynamic environment and take on change
- Ability and willingness to think creatively, adapt, adjust, and problem solve in order to manage a crew and project assignments
- Ability and willingness to work an irregular schedule
- Ability, willingness, and desire to live out of a tent and work in all weather conditions
- Willingness and physical ability to work on a variety of conservation projects, which may include 12 hour days using chainsaws, hand tools, or applying herbicide
- Employ proactive, active, and effective communication
- Maturity
- At least 21 years of age
- U.S. Citizen or Permanent Resident

- Eligible to enroll in AmeriCorps
- Undergo a National Criminal History Check

## **BENEFITS**

- AmeriCorps Living Allowance, \$675.00 paid twice per month for spring; increased to \$725.00 paid twice per month for summer and fall
- AmeriCorps Education Award, \$5,815 (available upon successful completion of term)
- Health Insurance option
- Forbearance on qualifying student loans while in service
- Conservation Leadership Training, Certifications, and Experience
  - Wilderness First Responder
  - Advanced chainsaw training
  - UT Herbicide Applicator license
- Working with land management agency professionals

## **TO APPLY**

Complete the UCC Online Application found at <http://ucc.usu.edu/crewleaderapplication>  
*You will need to attach essay answers, a resume, and a list of 3 professional references to the online application.*

Application review begins **mid-October 2017**. Positions are open until filled.

---

### **UCC's Mission**

*To develop the conservation leaders of tomorrow through service and education.*

### **UCC's Values & Culture Statement**

*Utah Conservation Corps is committed to an inclusive culture of community service in a safe and positive environment.*

### **UCC's Zero Tolerance Policies**

The following behaviors will result in immediate termination. At no time may the UCC AmeriCorps member:

1. Engage in any activity that is illegal under local, state, or federal law, including possession or use of illegal drugs
2. Engage in activities that pose a significant safety risk to others or physically or emotionally damage members of the program or community
3. Possess or consume alcoholic beverages during the performance of service activities or while living and working at the UCC project site, camp site, or in UCC vehicles
4. Be under the influence of alcohol or illegal drugs during the performance of service activities
5. Fail to notify the UCC of a criminal arrest or conviction during the term of service