



ROCKY MOUNTAIN YOUTH CORPS

Position Description – 2017

- Position:** Crew Leader
- Location:** Office in Steamboat Springs, CO. Crews will work all throughout northwest Colorado, Wyoming, and Utah.
- Crews:**
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|---------------------------|------------------------------------|
| Trail Crew | 18-25 years (Nationwide residents) |
| Chainsaw Crew | 18-25 years (Nationwide residents) |
| Regional High School Crew | 16-18 years (Colorado residents) |
- (if interested in leading an under 18 crew, check out our Youth Programs page.)
- Session Dates (Tentative):** All crew leaders are required to participate in **paid training** starting on May 12th and must commit to serve for RMYC through either August 12th or till early/mid October.
- May 12th – August 12th (Standard Summer Session)
May 12th – early October (Summer & Fall Sessions)
**Fall assignments will be determined at the end of the Summer Session.*
- Compensation:** \$510 - \$550 per week depending upon experience
- Plus:** Food, lodging (camping!), transportation, recreational and educational opportunities
****Crew Leaders are not eligible to receive an AmeriCorps Education Award due to the supervisory nature of the crew leader position.**

Duties and Responsibilities:

- Provide leadership and supervision to a crew of 6-8 crew members (16-19 or 18-25 years old) in all day to day activities on the work site and around camp
- Support the physical and emotional well being of the crew members and assistant crew leader
- Participate in pre-season preparation and post session clean-up and debriefing
- Complete professional documentation of daily and weekly documentation of crew work and activities, timesheets, mid season and end of season evaluations, etc.
- Oversee base camp operations including camp set-up, vehicle maintenance, camp hygiene, and all other elements involved with adherence to RMYC policy
- Coordinate projects and logistics with RMYC Staff and project sponsor
- Report regularly to the program director
- Plan, organize and facilitate supplemental training and education activities
- Perform duties expected of any corps member including trail work, meal preparation, cleanup/setup, and other day-to-day duties
- Plan and coordinate approval of crew recreational activities and travel with program director
- Conduct routine vehicle/driver, camp and project safety audits to uphold the RMYC risk management program
- Manage petty cash, gas cards and food budget
- Transport crew safely in RMYC's 12-passenger vans or other vehicles
- Participate in RMYC Crew Leader training workshops, field training and mid session training.
- Adhere to and enforce rules and regulations as specified in the *RMYC Employee Guidelines Handbook*

Qualifications:

- Wilderness First Responder (WFR) and Adult CPR certification is required (current through your RMYC term)
- Must be at least 21 years old
- Leadership experience, preferably with young adults, required
- Previous conservation experience required. Conservation/Youth Corps experience preferred
- Ability to camp and work in a variety of weather conditions
- Physical ability to work outside for 8-10 hours a day swinging a hand tool or using a chainsaw
- Familiarity with basic conservation and camping skills, including tool maintenance and leave no trace practices
- Knowledge of Corps model; ability and desire to implement RMYC policies and procedures
- Proficiency in low-impact camping techniques
- Strong organizational skills, ability to work independently but also collectively, self-motivated, confident, flexible, and open-minded
- Ability to clearly and effectively communicate in a written and oral manner
- Appropriate risk management skills
- Frequently required to walk, hike, sit and talk or listen
- Good driving record (Crew leaders must provide driving reports from DMV)
- High School diploma or GED required. Relevant Bachelor's Degree preferred
- Pre-service background screening required including FBI background check
- Must be able to provide proof of eligibility to work in the United States

The Crew Leader position is classified as Temporary Regular Exempt and is a seasonal position.

Rocky Mountain Youth Corps is an Equal Opportunity Employer. Rocky Mountain Youth Corps is committed to the inclusion of members with all levels of ability. Reasonable accommodations are available upon request. This program is available to all, without regard to race, color, national origin, disability, age, sex, political affiliation, or religion.

Rocky Mountain Youth Corps is an equal opportunity employer. P.O. Box 775504 Steamboat Springs, CO 80477 jenny@rockymountainyouthcorps.com (970) 879-2135x1 www.rockymountainyouthcorps.org