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## **Seasonal Trail Builder**

The New York-New Jersey Trail Conference is seeking a Seasonal Trail Builder to support our field programs in 2020. This position will provide technical trail-building expertise, project management, training, and support to volunteers, partners, and Conservation Corps trail crews. They will provide guidance on trail layout, design, and solutions. The position will report to the Senior Trail Builder and work closely with Trail Conference staff and volunteers as well as numerous partner agencies and contracted clients.

The Trail Conference Conservation Corps recruits, trains, and deploys AmeriCorps members to work alongside volunteers in the construction and maintenance of award-winning trails. The right candidate is an expert trail designer and builder who can function as both a trainer and manager to multiple field crews on separate projects. The candidate must be committed to building crews through training, mentoring, and ongoing support.

### **Responsibilities:**

#### **Education**

Work closely with staff and partners to coordinate a comprehensive training program. Candidates should be knowledgeable and comfortable with teaching skills such as trail layout, construction, stonework, rigging, tool/equipment use and safety, wetland construction, and other necessary skills.

#### **Crew Management**

Manage trail projects and contracts involving seasonal Conservation Corps trail crews and volunteers in order to provide productive, educational, and rewarding experiences for everyone who chooses to serve. Instruct and supervise Corps members in daily construction tasks including tool and equipment maintenance and repair.

#### **Project Management**

Oversee the planning and implementation of trail projects with agency partners, lead volunteers, and staff. Develop scopes of work and schedules. Track projects through regular budget/progress updates, photo documentation, and reports. Develop and implement risk management plans for all projects and be on call during the trail construction seasons for technical and urgent situations. Maintain, inventory, and purchase tools, materials and supplies needed for crews and volunteers to complete trail projects.

#### **Workshops**

Conduct educational workshops on a variety of topics to increase the Trail Conference's trail-building capacity by creating more skilled, experienced volunteer trail builders.

### Other Tasks

Maintain a collaborative relationship with staff, agency partners, lead volunteers, and subcontractors to ensure the smooth operation of crews and trail projects. Participate in other Trail Conference meetings and functions as needed.

### **Qualifications**

- Three field seasons of trail experience with a comprehensive knowledge and understanding of trail construction, maintenance, and safety best practices. Experience in layout and construction of multi-use trails preferred.
- Significant experience leading trail crews.
- Demonstrated ability to train trail crews and volunteers in trail work techniques, practices and standards, tool use, safety, and teamwork, and assisting with crewmembers' personal and professional development throughout their terms of service.
- Experience working with a wide variety of volunteers, field staff, agency personnel, contractors, recreational users, and other stakeholders to accomplish trail projects.
- Skills in safe use, operation, and maintenance of a wide variety of hand and power tools, as well as other mechanical equipment. Must have expertise with rigging equipment, setting up and supervising highline operations, and technical rockwork including stone stairs, retaining wall, and stone splitting and shaping.
- Demonstrated ability to work independently with minimal supervision while maintaining effective communications with the rest of the team.
- Ability to regularly carry 50 pounds in mountain terrain and work under physically demanding conditions, including cold and wet weather.
- Experience using Windows, Word, PowerPoint, and Excel or equivalents.
- Must have valid driver's license with insurable driving record, and reliable personal transportation.
- Wilderness First Aid (or higher) and CPR training (training can be provided for the right candidate).

Based in Mahwah, New Jersey, this is a full-time seasonal position beginning as soon as 3/1/2020. It offers a competitive compensation and substantial potential for professional growth.

### **Application**

To apply, please submit the following items via email attachments (start all attachment file names with your last name) to [jobs@nynjtc.org](mailto:jobs@nynjtc.org), subject line: Seasonal Trail Builder: "Your Last Name"

All application materials will be kept confidential.

1. A professional resume
2. A cover letter addressing why you are interested in this position and why we should be interested in you
3. Contact information for three references
4. Be able/willing to participate in a local field test.

This position is available until filled. Candidate interviews will begin immediately and continue until an offer is made. **No calls please.** Check [www.nynjtc.org/job-openings](http://www.nynjtc.org/job-openings) to determine if the position is filled.