



Trail Conference Conservation Corps *1200 Hour Trail Crew Leader: Position Description*

**Do you love the outdoors and want to protect it?
Thinking about a career in the environment? Come join the movement!**

Trail Conference Conservation Corps (TCCC) provides great opportunities for outdoor lovers to become leaders in environmental conservation. AmeriCorps members will spend their summer outdoors protecting natural resources, gaining valuable experience in the field, and making a difference in conservation.

Our beloved trails are more than just outdoor entertainment, they provide a necessary link between the public and habitat protection, offering essential opportunities to protect plant and animal species. TCCC trail crews maintain that link by building and repairing primitive trails to provide the public with safe, sustainable and enjoyable access to nature. Projects typically entail intensive labor and site modification (soil excavation, quarrying and moving large rocks) to produce quality results that minimize long-term environmental impact. Each year, hundreds of thousands of users enjoy the trails our crews have built and restored.

Each Trail Team Leader will serve with and oversee a crew of between three and seven AmeriCorps Members as well as community volunteers in carrying out trail work under the direction of staff Trail Builders and a Corps Program Manager.

Program Overview:

Our AmeriCorps crews are trained by industry experts in sustainable trail building, invasive species management, public outreach, volunteer engagement, and outdoor leadership. You will receive a living stipend for your service and are eligible for an AmeriCorps education award upon successful completion of the term of service.

Members and Leaders learn and serve in the greater New York metropolitan region, which features the nation's finest system of trails outside of a major urban area. From trail construction to habitat restoration to visitor education, you can provide vital resources to the public parks you enjoy.

Service Location: One of several sites across New York's Lower Hudson Valley- Harriman, Hudson Highlands, and Sterling Forest State Parks or locations in Morris County, New Jersey.

Term of Service: A minimum of 1200 hours between April 6th and November 18th, Thursday through Monday 40-hour service week for most of the season. Members are also required to take a 1/2 hour lunch which does not count towards service hours. This is primarily an outdoor position.

Duties and Responsibilities:

- Lead, oversee, motivate, and coordinate a crew of 3-7 AmeriCorps members and episodic community volunteers in executing trail projects to build, renovate, and repair high-quality hiking and multi-use trails. Includes tread excavation and building structures such as native stone staircases and retaining walls, as well as wooden bridges
- Ensuring quality control and delegating tasks, while working alongside the crew to encourage good work ethic and to set the work pace
- Training, overseeing, and motivating volunteers during episodic workdays and hosting topical workshops to ensure quality trail work while improving the Trail Conference's volunteer skill capacity
- Coordinate project logistics with staff Trail Builders and partner organizations
- Guide and support crew members, facilitate conflict resolution, and build crew cohesion
- Ensure proper crew and project documentation, including accomplishments, crew timekeeping and paperwork, photos, and monthly/annual reports. Help communicate crew efforts to the public via social media posts.
- Assist staff Trail Builders in initial crewmember training, including teaching safe and effective tool use and proper trail building methods and standards.
- Pre and post-crew season, assist Staff Trail Builders in project and crew planning and season wrap-up including but not limited to building trail alongside other Team Leaders.
- *Members may not engage in any Prohibited Activities as outlined in the AmeriCorps Member Service Agreement. Team Leaders are prohibited from signing crew member timesheets, evaluating crew member performance, disciplining crew members, enrolling/dismissing crew members, writing and/or signing program reports, managing the program's payroll and budget.*

Skills and Attributes Required:

- At least 1 season trail work experience
- Outgoing, welcoming personality
- Strong work ethic and ability to teach and lead others.
- Ability to motivate, teach, and work with people of all ages and backgrounds
- Ability to conduct physically strenuous field work in rugged terrain including ability to lift and carry heavy loads up to 50 pounds and hike 5 miles on uneven terrain
- Ability and willingness to work outdoors in primitive settings in all weather conditions
- Durable sense of humor, enthusiasm, and patience with others
- Ability to maintain a safe and enjoyable work environment under challenging conditions
- Must have a reliable personal vehicle for transportation of self, tools, and supplies to field sites

Preferred Skills and Attributes:

- Experience working with and teaching volunteer individuals and groups
- Leadership experience, especially of small teams from diverse backgrounds
- Experience with dry stone construction and griphoist rigging use
- Familiarity with using photos and social media to promote social causes
- Comfort with data tracking and entry

Benefits

- Build/maintain long lasting trails in beautiful locations
- Develop advanced trail building skills and knowledge in areas such as layout and design, rigging techniques, and project management
- Training in Wilderness First Aid/CPR/AED and Leave No Trace Principles
- Training and experience in teaching and working with volunteers, public outreach, and teamwork
- Valuable leadership and project management experience
- Valuable professional development and networking opportunities
- Opportunity to serve local communities and the public by making a difference in the environment and improving habitats in a tangible way
- Eligible for SNAP (food stamp) benefits
- Bi-weekly pre-tax living allowance of \$875; not to exceed \$14,000 total
- Upon successful completion of the program, an education award of \$4,546.50
- Become a member of the dynamic AmeriCorps community
- Free rustic, lakeside housing at a local park may be provided from May 12th-October 28th; Work will be done outside of the above timeframe.
- Opportunity for qualified student loan deferment and interest repayment

Enrollment Requirements:

An individual must be at least 18 years of age; have a high school diploma or GED; be a U.S. citizen or permanent resident alien; pass a three-part national service criminal history check of the national sex-offender registry, state repository check, and FBI fingerprint check; and complete all pre-service orientation and training requirements. Documentation of age, education and citizenship are due by the first day of orientation. Criminal history checks will be initiated before the start of service; an individual will be ineligible if s/he is required to register on the National Sex Offender Registry, has been convicted of murder, or fails to disclose any previous conviction. Other convictions or pending charges will be evaluated on a case-by-case basis in accordance with program policy.

To Apply:

Go to <https://www.nynjtc.org/corps-positions>

Applications accepted until the positions are filled. For questions, email Conservation Corps Manager, Tori Finn at vfinn@nynjtc.org.

The New York-New Jersey Trail Conference provides equal opportunities to all employees and applicants for employment without regard to race, religion, color, age, sex, national origin, sexual orientation, gender identity, genetic disposition, neurodiversity, disability, veteran status or any other protected category under federal, state and local law. We pledge to uphold equality in our hiring and employment practices and to create an environment where everyone, from any background, can do their best work.