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Position: Seasonal Trail Builder
Reports to: Senior Trail Builder

Date: March 2023
FLSA: Non-Exempt

Seasonal Field Trail Builder

The New York-New Jersey Trail Conference is seeking an experienced trail builder to help lead our Conservation Corps trail crews and projects, and assist with long-term trail planning. This position will lend their technical expertise and support to AmeriCorps trail crews on sustainable trailbuilding projects, as well as conduct independent field surveying efforts through extensive hiking, trail inspection, inventory/assessment, and data collection/export. This hybrid position will report to the Senior Trail Builder and work closely with other Trail Conference staff and volunteers.

The Trail Conference Conservation Corps recruits, trains, and deploys AmeriCorps members to work alongside volunteers in the construction and maintenance of award-winning trails throughout Northern New Jersey and New York's Hudson Valley. The right candidate is an accomplished trail builder who can function as both a trainer and manager to field crews for a portion of the week, then operate independently to hike, assess and catalogue miles of trail during the remainder. They must be committed to building quality sustainable trails as well as crews via training, mentoring, and ongoing support.

The Trail Conference is committed to building a culturally diverse organization through its employees and community to ensure that the joys of nature belong to everyone, regardless of race, ethnicity, gender, gender identity, age, disability, national origin, or religion.

Responsibilities:

Trail Building – ~60%

- Supervise and manage a Conservation Corps trail crew in Harriman State Park May through October to provide productive, and rewarding experiences for members and foster good group dynamics. Review/approve timesheets and time off requests.
- Directly oversee implementation of trail projects in collaboration with the Senior Trail Builder, agency partners and lead volunteers; work with Crew Leader to communicate project priorities and needs when staff is absent.
- Work alongside crew to build and repair primitive trails using benchcut construction and structures such as rock staircases, walls, and turnpike.
- Train and assist crews in leading episodic volunteer workdays as well as hosting on-site workshops on various topics to increase our organization's volunteer trail building capacity.
- Track projects along with Crew Leader via photo documentation and monthly reports, and serve as primary liaison with project partners.

Field Surveying – ~40%

- Hike and survey trails for current condition and sustainability. Assess problem areas and suggest probable causes.
- Use Avenza PDF maps to collect data on trails including deficiencies, GPS coordinates, and photographs. After field collection, responsible for organizing and exporting data in the form of photographs, GPS tracks, and narrative text within document templates.

Other Tasks

- Assist the Senior Trail Builder with other program management tasks as needed.
- Participate in Trail Conference meetings and functions as needed.

Qualifications

- Minimum two field seasons of trail experience with comprehensive knowledge and understanding of trail condition assessment, construction, maintenance, and safety best practices. Experience with trail layout and design preferred.
- Significant experience training, leading and managing trail crews.
- Experience working with a wide variety of volunteers, field staff, and stakeholders.
- Skills in safe use, operation, and maintenance of a wide variety of hand and power tools, as well as other mechanical equipment. Must have experience with rigging equipment and technical rockwork. Experience setting up and supervising highline operations preferred.
- 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 a valid driver's license with an insurable driving record, and reliable personal transportation.
- Wilderness First Aid (or higher) and CPR training (can be provided for the right candidate).

Work Environment and Schedule

This is a full-time, seasonal position beginning as soon as 4/24/2023 and continuing through 10/27/2023, with weekend work required. Based in Mahwah, NJ, work is overwhelmingly field-based, with limited office work performed at our headquarters and remotely, depending on program needs.

Compensation

The compensation rate for this position is \$3,500/month, paid semi-monthly. The Trail Conference proudly provides a full range of benefits including employer subsidized health care, free membership, and sick leave.

Application

To apply, please submit the following items via email attachments (start all attachment file names with your last name) to 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 your interest and qualifications.
3. Contact information for three references.

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 to determine if the position is filled.

Employment Opportunities

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.

About Us

For more information about the New York-New Jersey Trail Conference, please visit <https://www.nynjtc.org/about-us>