



# 2019 CREW LEADER (JANUARY - DECEMBER)

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## **ABOUT EARTHCORPS:**

EarthCorps is a Seattle-based nonprofit organization with a mission of developing leaders to strengthen community and restore the health of our environment. EarthCorps' Corps Program is an intensive year-long training program that unites young adults (ages 18-25) from across the United States and around the world to learn skills in community building, habitat restoration, and leadership. EarthCorps program participants are part of a diverse group of emerging environmental leaders committed to teamwork, service, and personal growth.

## **POSITION SUMMARY:**

The Crew Leader position is a seasonal AmeriCorps position with EarthCorps. Crew Leaders work outside, leading Corps Members in environmental restoration projects throughout the Puget Sound region (in urban, suburban, and rural settings). The Crew Leader is responsible for: project coordination between land management agencies, EarthCorps project managers, and 5-6 Corps Members; facilitation of crew safety and well-being, productivity, morale and quality of work; and Corps Member training and education in the field. The position reports to the Corps Program Manager and Corps Operations Manager, who serve as advisors to the Crew Leaders and their crews. EarthCorps crews will be made up of 5-6 Corps Members and a Crew Leader.

## **DUTIES AND RESPONSIBILITIES:**

### Crew Leadership:

- Motivates, directs and coordinates a crew of young adults (ages 18-25) in a structured program of service, restoration, and training.
- Responsible for the quality, safety and efficiency of crew work.
- Maintains positive crew morale and fosters teamwork amongst corps members.
- Enforces the standards of behavior as well as policies and procedures of EarthCorps and ensures adherence to program goals and mission, including attendance policies.
- Leads by example while serving alongside corps members.

### Project Implementation:

- Coordinates fieldwork projects with project managers and the field operations manager.
- Serves as on-site project leader for EarthCorps in the absence of a project manager.
- Maintains project and equipment logs/records as directed by a project manager.
- Assists project manager in maintaining production, quality, and safety goals/standards for crew.
- Responsible for implementing environmental restoration projects throughout the Puget Sound region.

These projects (with typical percentages per year) include but are not limited to:

- Invasive Plant Removal (weed removal) 47% (35% manual 12% herbicide)
- Native Plant Installation 15%
- Restoration Site Maintenance 15%
- Trail Construction/Maintenance 15%
- Volunteer Event Management 8%
- Multiple camping trips (up to 10 days/trip)

### Training and Instruction:

- Fosters and encourages quality service and interaction amongst corps members.
- Conducts trainings and presentations in such areas as: proper tool use, first aid, workplace safety, leadership skills, & community service.
- Assists with corps member development program as assigned by the Corps Program Coordinator.

**LOCAL RESTORATION | GLOBAL LEADERSHIP**

6310 NE 74th Street, Suite 201E Seattle, WA 98115 phone 206.322.9296 fax 206.322.9312 [www.earthcorps.org](http://www.earthcorps.org)

### Communication:

- Prepares oral and written reports of service projects, equipment use and maintenance, corps member feedback and coaching, education and training completed, attendance and incident reports.
- Conducts regular, individual crew meetings to discuss corps member progress and communicates status to program manager.
- Counsels and motivates individual corps members.
- Demonstrates sensitivity to and awareness of cultural differences and their effect on crew and corps leadership.
- Participates in other meetings as directed.

### **QUALIFICATIONS:**

Crew leading is a challenging experience! We are looking for some mix (or all!) of the following past experiences and capacities to make sure individuals are successful in this role:

- Experience in environmental restoration or a similar work environment
- Experience leading others in outdoor activities (especially peers in a physical work environment)
- Demonstrated high level of personal responsibility and professionalism
- Capacity to delegate, multitask, stay organized and be responsive
- Experience communicating to a wide range of audiences and sensitivity to cultural differences
- Demonstrated ability to make safe decisions with limited information
- Commitment and ability to serve for the full AmeriCorps term
- Wilderness First Responder, WA State herbicide applicators license

Restoration is physically demanding service that takes place outdoors in all weather conditions. Each year new members consistently underestimate the physical and mental requirements. Crew Leaders must both have the capacity to perform restoration tasks in challenging physical situations and ability to motivate others. Service regularly involves:

- Long days of repetitively shoveling, digging, and swinging heavy tools,
- Heavy lifting up to 50 lbs. (22 kg) and bending,
- Working, eating, and living in the outdoors in all weather conditions
- Walking on steep or uneven terrain up to 8 mi. (13 km) while carrying 40 lbs. (18 kg) of weight
- Working in extremes of heat or cold/rain

**Please consider the nature of the work prior to applying and let us know if you have any specific questions or concerns.**

### **CREW LEADER TERMS OF SERVICE:**

- STATUS: Temporary, exempt
- PERIOD OF EMPLOYMENT: January 16 - December 13, 2019 (plus 10 days unpaid WFR training in early January)
- RATE OF PAY: \$1,825/mo.
- TYPICAL HOURS OF SERVICE: 7:20 a.m.- 5:30 p.m. Tues. - Sat., alternating Sat. and Mon. off (1/2 hour lunch does not count towards AmeriCorps hours)
- AmeriCorps members must abide by policies set by CNCS and complete 1,700 hours of service, including mandatory trainings.
- Overnight retreats and education sessions must be attended to fulfill AmeriCorps requirements
- Criminal history checks conducted to fulfill AmeriCorps requirements

### **BENEFITS:**

- Training and Education
- For eligible participants: AmeriCorps education award of approximately \$5,775 upon completion of 1,700 hours
- Wilderness First Responder (WFR) training provided if needed ( Jan. 4 - 13 )
- Paid days off and holidays as designated by EarthCorps
- Medical Insurance
- Subsidized ORCA Pass for bus transportation
- Boots, pants, t-shirts, rain gear and safety equipment provided

This program is available to all, without regard to race, color, national origin, disability, age, sex, political affiliation, or, religion.

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