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**Western Colorado Conservation Corps**

**Position Description - 2024**

**Position:** Conservation Corps Assistant Crew Leader

**Location:** Western Colorado (i.e., Mesa, Delta, Montrose, Gunnison, and other counties)

**Season Dates:** February 19th - November 21st (Spring, Summer, and Fall)

**Training Sessions: February, May, and August 2024**

**Stipend:** $1290.00 Stipend dispersed bi-weekly

**Average Hours Served Per Week:** 43 (6:30 am-5:00 pm Monday-Thursday, includes some Sundays)

* **Benefits:** Medical, Dental, and Vision insurance (starting the first of the month after the first 60 days) available to leaders only. AmeriCorps members are eligible to participate in the CNCS Student Loan Forbearance Program. AmeriCorps education award, and bi-weekly living stipend. First aid/CPR certification, Leave No Trace training. Two service shirts, Personal Protective Equipment while in field.

**Training:** As an AmeriCorps service-learning program and to prepare Americorps members for work in-the-field, WCCC provides orientation and technical skills training at the start of the program term in addition to region or project specific training throughout the service term. Focuses include outdoor leadership, Leave No Trace principles, technical skills for project work, tool use/maintenance, S-212 chainsaw safety training, first aid/CPR, herbicide application, trail building, fence construction, drivers training, procedures surrounding risk management and best practices, and creating positive crew cultures with emphasis on diversity and inclusion.

**Overview:** The Western Colorado Conservation Corps offers opportunities for young adults to spend a season serving on meaningful conservation projects throughout Western Colorado. Projects may include a variety of trail construction/maintenance, fence construction/removal, invasive species removal, fire fuels reduction, habitat restoration and/or historic preservation work. AmeriCorps members have the opportunity to earn an education award, in addition to a bi-weekly stipend. (Restrictions apply).

The position also requires preparation time and post session clean up.

**Essentials Position Functions:**

Act as an assistant to the Crew Leader in:

* Mentoring and leading a crew of 8-12 youth, 17-28 years old, in day-to-day service activities on the project site and at camp.
* Giving guidance and responsibilities to Crew Members to facilitate their personal growth and development.
* Overseeing camp operations including camp set-up, camp hygiene, Leave No Trace principles, and all other camp elements involved with safety and risk management.
* Complete 10 hours of project work a day for 4-8 days while camping in a variety of outdoor conditions, including inclement weather, for the duration of the term. (No prior experience required).
* Submitting written and digital reports on projects, and expenses on a weekly basis to field staff.
* Overseeing food budget, meal planning, and shopping list for group food.
* Coordinating projects and logistics on the ground with WCCC Staff, and project partners.
* Transporting your crew safely in WCCC’s vans or other vehicles while towing a trailer.
* Perform duties expected of any corps member including service project completion, meal preparation, cleanup/setup, and other day-to-day duties.
* Leading service projects such as trail building and maintenance, wildlife habitat restoration, fence building and maintenance, and invasive species removal.
* Planning of recreational and educational activities, food and equipment preparation and maintenance, and program evaluation.
* Live, work, and serve closely with a diverse group of people.
* Must adhere to and enforce the rules and regulations of WCCC and AmeriCorps, which includes abstaining from the use of drugs, alcohol, and tobacco as well as other rules, regulations, and risk management protocol.
* Members must not engage in any prohibited activities as listed in the AmeriCorps Member Service Agreement.

**Service Environment:**

This position requires arduous physical activity in adverse weather conditions. Assistant Crew Leaders must be physically fit and able to lift, bend, carry, push and other heavy physical labor.

**Requirements:**

* Leadership experience preferred.
* Excellent organization and communication
* Passion for an outdoor lifestyle
* Hands-on physical labor experience preferred.
* Committed to making a positive difference in youth.
* Wilderness First Responder (WFR) preferred.
* Current driver’s license with an insurable good driving record
* High School Diploma or GED required (AmeriCorps), relevant bachelor’s preferred.
* Must be between the ages of 18-28 years of age.
* Ability to commit to the entirety of your AmeriCorps term of service with WCCC.
* Ability to serve on diverse teams or with a diverse range of people.

**Physical Requirements:**

* Ability to typically lift 30-50 lbs. repeatedly.
* Hiking up to 12 miles per day.
* Be willing and able to run a chainsaw, use hand tools and herbicide equipment with appropriate training.
* Must be able to complete arduous work in adverse weather conditions (i.e., snow, rain, excessive heat).
* Ability to camp in remote locations from 4-8 days a week.

**Unallowable Team Leader Activities:**

* Signing member timesheets
* Evaluating member performance
* Disciplining AmeriCorps members
* Enrolling/dismissing AmeriCorps members
* Writing and/or signing program reports
* Managing the program’s payroll and budget

**Qualifications:**

No experience necessary! However, you must:

* Be a United states citizen or permanent resident.
* Be available full time between the dates specified on the Member Service Agreement
* Able to pass a pre-service National Criminal History check (State, Sex Offender, and Federal)

**Supervisor Information:** Tiffany Weimer - HR Manager

(970) 730-2072

**CONDITIONS OF AGREEMENT:** AmeriCorps members will be subject to all state and federal laws, and the rules and regulations of OSHA and Conservation Corps. The member is expected to fully understand and adhere to the rules, regulations and code of conduct as described in the AmeriCorps member manual. Policy violations will result in disciplinary action according to program guidelines, including written warnings, fines, and/or termination. The AmeriCorps member is accountable for meeting or exceeding the responsibilities of this position as described above and will be evaluated at mid-term (dependent on service term length) and end-term by Corps Program Staff, with input from project hosts. Successful completion is contingent on both AmeriCorps education award hours and service through the agreed upon term end date.

The Western Colorado Conservation Corps of Partners is an equal opportunity employer. This program is available to all, without regard to age, sex, sexual orientation, pregnancy, race, national origin, disability status, creed, religion, genetic information, ancestry, marital status, military or veteran status, or any other status protected by federal, state, or local laws.

## Qualified individuals with disabilities who need accommodation during the application, interview, hiring process or for service may make arrangements by contacting (970) 241-1027.

**2818 ½ North Ave, Grand Junction, CO 81501**

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