



## 2015 CREW LEADER (MAY - DECEMBER)

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### ABOUT EARTHCORPS:

EarthCorps is a Seattle-based nonprofit organization with a mission to build global community through local environmental service. 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.

### POSITION SUMMARY:

The crew leader position is a seasonal AmeriCorps position with EarthCorps. CLs 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 project sponsors, EarthCorps project managers, the Field Operations Director, and their crew; 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 program manager who will serve as advisor to the crew leaders and their crews. EarthCorps crews will be comprised of 5-6 corps members and a crew leader.



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

### 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 Director.
- 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 program manager.

**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.

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. 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.**

### **REQUIRED QUALIFICATIONS**

- Experience in environmental restoration or a similar work environment
- Experience leading others in outdoor activities
- Commitment and ability to serve for the full AmeriCorps term
- Demonstrated high level of personal responsibility and professionalism

### **DESIRED QUALIFICATIONS**

- Experience leading peers in an outdoor or physical work environment
- Capacity to delegate, multitask, stay organized and be responsive
- Experience communicating to a wide range of audiences
- Demonstrated ability to make safe decisions with limited information
- Wilderness First Responder, WA State herbicide applicators license

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

- STATUS: Temporary, non-exempt
- PERIOD OF EMPLOYMENT: Mid May - December 11, 2015
- RATE OF PAY: \$1,700/mo.
- *TYPICAL HOURS OF SERVICE:* 7:15 a.m.- 5:30 p.m. Tues. - Sat., alternating Sat. and Mon. off (1/2 hour lunch does not count towards AmeriCorps hours)
- Overnight retreats and education sessions must be attended to fulfill AmeriCorps requirements

### **BENEFITS:**

- For eligible participants: AmeriCorps education award of \$2,275 upon completion of 900 hours
- Training and Education provided to ensure duties can be carried out effectively using best management practices
- Days off permissible as designated by EarthCorps
- Holidays will be paid as designated by EarthCorps
- Medical Insurance
- ORCA Pass for bus transportation
- Boots, pants, t-shirts, rain gear and safety equipment provided

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