



## Assistant Crew Leader, Tribal Stewards

**POSITION:** Assistant Crew Leader, Tribal Stewards Program, Seasonal

**LOCATION(s):** Program starts and ends at NYC Headquarters in Eugene, OR; work will take place across the high desert and Columbia River Gorge.

**BENEFITS:** Field Leaders are provided a living allowance of \$4,050 and an AmeriCorps Education Award of \$3,097.50. While overseeing crews, leaders are provided a day off every other weekend and have 5-6 days off during the mid-summer break. Professional trainings and certifications available. Food and transportation provided upon arrival at orientation.

**LEADER TRAINING:** 5/28/21 – 6/9/21  
in programming 7/17 to 7/24)

**PROGRAM DATES:** 6/12/21 – 8/28/21 (one week break

### **Organization Overview:**

Since 1984, Northwest Youth Corps (NYC), a non-profit organization, has given tens of thousands of youth and young adults opportunities to learn, grow, and experience success. Through partnerships with conservation agencies, youth and young adults gain the personal and professional skills needed to carry out a variety of stewardship projects, from which they can earn a stipend, high school credit, and/or an AmeriCorps educational award. More importantly, these young people gain skills needed to become economically and socially self-sufficient, benefit their communities as citizen stewards, and recognize that they can make a positive difference. NYC also operates an accredited charter school, internship program, and the Idaho Conservation Corps (ICC).

### **Position Description:**

The Tribal Stewardship Program (TSP) Crew Leader (CL) manages a conservation crew of up to nine youth, ages 16-19, over the course of the summer. The TSP Crew aims to inspire the next generation of Tribal land stewards and is a collaboration between NYC, US Forest Service and the Oregon Natural Desert Association (ONDA). The CL and AmeriCorps members complete work projects for up to 40 hours a week in conjunction with ONDA and park staff. Emphasis is placed on member development and program elements include connecting with traditional homelands, culturally relevant educational lessons, engaging with natural resource professionals and a cultural educator. The crew works Monday through Friday, days off and evenings are spent in camp. A TSP CL will be a well-balanced individual who works hard and embodies compassion, patience, and an inspirational attitude. Crew leaders should expect organizational support during their endeavors that may include activities led by an outside facilitator and weekly check-ins by field supervisors.

This seasonal position not only allows the CL to deliver an impactful, educational experience to young people in their community, but may provide an entry-point into the fields of natural resource management, youth development, and outdoor education. A focus will be put on environmental restoration and cultural enrichment.

### **Staff Training/Professional Development**

#### *Leader Training/Professional Development:*

Field Leaders will be provided a 12-day comprehensive training. Training will not exceed 20% of total member service hours and will cover the following topics:

- USDA Chainsaw operation and maintenance
- Traditional Ecological Knowledge (TEK)
- NYC Leadership Philosophy
- Basic Trail Maintenance and Construction
- Crew Management and Motivation
- Conservation Education
- Risk Management and Safety Procedures
- Environmental Education
- Diversity, Equity and Inclusion
- Behavior Management
- Time Management
- Driver Training
- Tool Use and Maintenance
- Anaphylaxis training

### **Duties and Responsibilities:**

Leadership and Mentorship – The CL manages, supervises, and participates in all aspects of crew work. They delegate responsibilities to crew members, maintain crew discipline, resolve conflicts, and establish/maintain crew morale. The CL provides formal and informal feedback to corps members with specific attention to work productivity and quality, teamwork, and leadership. The CL receives feedback on their performance and are challenged to develop their own leadership skills within this program.

Safety and Risk Management – The CL oversees the physical and emotional safety of crew members. Safety is the number one priority in everything we do, including work, education, and recreation. The CL is responsible for safely transporting the crew and equipment, to and from the worksite daily, in NYC’s fleet vehicles.

Project Management & Implementation – The CL is responsible for safely completing conservation projects to high standards by training, working with, and supervising a crew. The CL will work closely with ONDA to coordinate and complete project work and may serve as the principal liaison with project sponsors and members of the community. The CL’s principal role, however, will be to manage and motivate their crew. In the field, they will provide direction to their crew with specific attention to safe work practices, proper tool use, work quality, and productivity. The CL is a mentor and role model who sets the pace and tone of the project site. This position is physically, emotionally, and mentally demanding. The CL will lift heavy loads, walk long distances, and should expect to find each project physically challenging.

Education – The TSP CL implements daily lessons based on NYC’s education curriculum (SEED), which incorporates culturally relevant material, environmental education, life skills development, nutrition and health, and job readiness. The CL tracks participation and progress throughout the program. The CL is encouraged to bring their own experiences to the education curriculum and use natural surroundings for teachable moments.

### **Hours:**

Though schedules can vary, most crews will conduct project work Monday through Friday throughout their experience. On Saturday and Sunday, crews will stay together to conduct resupply, shower, do laundry and participate in recreational activities (e.g., a hike). Assistant Field Leaders must complete a minimum of 900 hours of service, averaging over 50 hours a week - including work, training, education, and travel time — a 30 minute lunch and at least two breaks each day. This 30 minute lunch break does not count toward AmeriCorps member service hours. *No vacation time is provided during session.*

### **Role Clarification:**

This is an AmeriCorps Corpsmember level position, NOT a staff member. While serving in this AmeriCorps volunteer position, corpsmembers need to abide by the below restrictions:

- Corpsmembers may NOT sign/approve official documents such as AmeriCorps paperwork, member timecards, performance evaluations, disciplinary contracts, project contracts or any similar documents.
- Corpsmembers may NOT be directly involved in project acquisition or contracting.
- Corpsmembers may NOT discipline other AmeriCorps members. While they may provide guidance, facilitate crew meetings, motivate, reward and uphold safety policies on the service site, all policy violations and disciplinary action must be directed to and handled by Staff.

### **Qualifications:**

- At least 21 years old

- Current Wilderness First Aid or higher and CPR certification preferred (individuals with a WFR are eligible for an additional \$2/day)
- Current Driver’s License and clean driving record for the past three years (Driver’s License Background Check required)
- Recreational/professional outdoor experience, accustomed to living for periods of time without modern conveniences
- Excellent organization and time management skills
- Ability to lift and/or move up to 70 pounds
- Willingness and ability to frequently drive an NYC vehicle
- Ability to work collaboratively and promote teamwork
- Good judgment and decision-making skills
- Sense of humor, spirit of adventure, desire to make a difference in the lives of others
- Experience with/desire to work with diverse populations
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job
- Native American applicants or tribally affiliated preferred

**APPLICATION PROCESS:** Please complete applicant registration materials at [nwyouthcorps.org](http://nwyouthcorps.org).

**QUESTIONS/CONTACT:** Tiyana Casey, Tribal Stewards Inclusion Coordinator, [TiyanaC@nwyouthcorps.org](mailto:TiyanaC@nwyouthcorps.org) or contact Nate Zantzing, Community Engagement Manager, by phone at (541)-239-7172.

**Northwest Youth Corps is an Equal Opportunity Employer** - Our core purpose is to provide opportunities for youth and young adults to learn, grow, and experience success. We believe diversity is a key source of strength for our communities, and we strive to create a safe and empowering environment for participants from a wide range of backgrounds and abilities. We are deeply invested in the success of youth and young adults of all races, ethnicities, gender identities, religions, sexual orientations, economic statuses, or other socio-cultural identifiers.

*In accordance with 45CFR 2520.65, AmeriCorps members may not perform prohibited service activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in the activities. Prohibited service activities are outlined in the Service Agreement and AmeriCorps member manual.*

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Member Signature

Date