

ROCKY MOUNTAIN YOUTH CORPS

Conservation Crew Leader Job Description

The Rocky Mountain Youth Corps (RMYC), located in Taos NM, is a nonprofit work and education organization serving northern New Mexico. Corpsmembers are aged 18 to 25 and represent a variety of racial, economic, and ethnic groups. The Crew Leader will share supervision of corpsmembers under the direction of the Conservation Crew Supervisor as they complete projects and participate in educational sessions.

Hours/Dates of employment: March 2013 to August 2013 or December 2013

Seasonal, work mostly consists of spike schedule 6am – 9pm Tuesday –Tuesday. Crew Leaders also may work a day schedule 8am – 5pm Tuesday –Friday with a four to six hour training day on Mondays.

Americorps Living Stipend: \$385 per week before deductions

Reports to: Crew Supervisor, Conservation Program Coordinator

Benefits: Americorps Education Award upon term completion, catastrophic health insurance, First Aid/CPR and S212 Equivalency training, valuable job skills, exceptional work environment, camping supplies provided if needed.

MAJOR TASKS:

- Assist in the supervision of a crew of up to 8 corpsmembers in the completion of work projects:
 - Facilitate teachable moments with crew;
 - Work with half the crew when advantageous to productivity;
 - Supervise crew in the event of the crew supervisor's absence
 - Assist in reporting requirements;
- Assist in the completion of training, education, and individual development activities
- Assist in daily project preparation and outlining of appropriate tools, supplies, and equipment.
- Assist in the facilitation of educational components that includes safe and proper tool use and care, communication and presentation skills, environmental sensitivity, and other various life skills.
- Assist in the submission of required documenting paperwork in an efficient and complete manner.
- Commitment to ensuring all participants physical, emotional, and mental safety at all times.
- Participation in leadership development sessions outside of regular crew activities.

MINOR TASKS:

- Meet with Training Coordinator and/or Training Director regularly to assess training needs
- Responsible for food planning and shopping during crew's scheduled off-time.
- Assist in the facilitation of a crew meeting on a regular basis for training and best-practices development.
- Post-program wrap-up and evaluation, including de-tool, clean-up and reporting.

QUALIFICATIONS:

- Interested individuals must be between the ages of 18 and 25.
- Supervisory experience working with youth ages 18 - 25, preferably in a mentoring or instructional capacity.
- Maturity level that allows for supervision and motivation of peers.
- Experience with the RMYC as a CM or similar organization and some experience in one or more of the following:
 - environmental or conservation-related work projects
 - life skills education or mentoring
- Ability to perform strenuous work assignments; perform twisting and swinging motions, hiking to work site up to ten miles per day, and lift up to 60 lb. under adverse weather conditions.
- Experience with building a positive group dynamic.
- Good public speaking skills to address crews and conduct training sessions.
- Willingness to be trained in leadership and management skills.

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To apply: Submit cover letter and resume to Michael Webster, Conservation Program Coordinator at 1203 King Drive #3 Taos, NM 87571 or email: webster@youthcorps.org

The Rocky Mountain Youth Corps is an equal opportunity employer and does not discriminate against any individuals on the basis of race, color, gender, age, national origin, marital status, sexual preference or disability. RMYC is a drug free workplace. All RMYC positions dependent upon funding availability.