



Title: Field Supervisor

Date: 12/26/2017

Reports to: Program Director

Salary: \$560-\$630/week DOE, DOQ, DOC

Location: SCC Los Valles Salida, CO Office

Term: March 19th, 2018 – September 7th, 2018 (flexible, could change depending on funding)

Status: Full-time, Seasonal, exempt

Benefit Eligible: Per SCC temporary staff policies (PTO and Health Insurance)

Summary:

The Field Supervisor's primary role is to provide field support to our field staff and seasonal conservation crews, saw crews and Veterans crews by offering technical assistance, morale support, and ensuring program integrity through policy enforcement and positive mentoring. The Field Supervisor will also assist with Corpsmember interviewing and selection, program logistics, and planning and facilitating staff trainings. Field Supervisors will support both adult, veteran and youth crews. Field time during training season is 100%. Field time during program season will range around 70% field and 30% office/administration.

Essential Responsibilities and Functions:

Training: Help to develop and implement crew leader trainings including technical work, protocols, and leadership and facilitation skills. Be a role model and mentor throughout training and field season. Mentor Crew Leaders and Crew Leaders in Development. Field Supervisor may spend the majority of the 8 week training season embedded in the field with the crews to help set the tone and expectations for the season.

Field Support: Conduct regular visits to crews, project partners and work sites. Communicate and debrief with crew leaders and corps members during field visits. Manage on-the-ground project quality and quantity by providing technical assistance as needed. Oversee project management in front country and remote working locations. Enforce all SCC and agency policies and procedures. Provide encouragement, guidelines, and supervision to crew leaders throughout their tenure. Will fill in for vacant crew leader positions as necessary.

Programming: Assist with planning, scheduling and implementing crew projects. Assist with development and coordination of risk management policies. Facilitate corps member development in the field.

Tools, Equipment, Gear: Plan and help CL's with food buying and menu planning. Assist Logistics Coordinator in maintaining a clean and efficient working area. Work within an established program budget regarding necessary purchases. Help to maintain vehicles and trailers. Develop and implement strategies to improve vehicles safety and care. Maintain a clean and efficient operations center. Assist with rig-ups and de-rigs, including organizing and leading de-rig and volunteer events.

Risk Management and Emergencies: The LV Field Supervisor will be one of the first staff responders for crew emergencies and support and, therefore, must be readily available for trips into the field and comfortable with an ever-shifting work schedule.

Recruitment, General Administration and Partnerships: Assist with recruitment and selection of local and national applicants for members of conservation crews, high school crews, and veteran's crews—as needed. This may include visits to schools, community partners, etc. for recruiting and outreach and interviewing applicants. Assist in management of all new hire and additional member paperwork. Help maintain accurate reporting of all necessary information and complete program reports, project, program and crew leader evaluations throughout the season. Develop and maintain partnerships with community and project partners.

Physical Requirements:

- To successfully perform essential functions the SCC LV Field Supervisor is required to sit, stand, walk, speak and hear. Will be required to climb, hike, balance, stoop, kneel, crouch or crawl on a frequent basis. Will need to be able to carry heavy loads with backpack and to use hand tools in a variety of weather conditions.
- Must be able to operate office equipment, telephone, computer, reach with hands and arms, name other equipment of use.
- Must be able to drive a vehicle frequently/infrequently during work shift.
- Reasonable accommodations may be made for qualified individuals with disabilities to perform the essential functions.

Minimum Qualifications:

- Leadership experience with a conservation youth corps, trail, and saw programs.
- Experience and desire in working with young adults.
- Strong skill level of rock and timber construction, new trail construction, trail maintenance, chainsaw operation and maintenance, crosscut use and maintenance, hand tool maintenance, fencing, ecological restoration, and backcountry work and travel.
- Experience with backpacking, wilderness living and travel, LNT and outdoor leadership.
- Excellent communication and teaching/mentoring skills.
- Strong conflict resolution and team building skills.
- Proficient in computer programs, databases, and other technology.
- Strong time-management skills and ability to work independently as well as with others
- Ability and willingness to work a flexible and varying schedule, including numerous overnight trips.
- Valid driver's license and an insurable driving record.
- Must be able to pass a criminal history background check.
- Must hold an official certification in Wilderness First Responder and CPR.

Preferred Qualifications:

- Experience with SCC or other conservation corps or youth corps
- Experience teaching, facilitation and team-building experience with diverse groups of people
- Relevant Bachelor's Degree
- Sense of humor, spirit of adventure, and desire to make a positive difference

Open until filled. Southwest Conservation Corps is a program of Conservation Legacy.

To Apply:

Please send a resume and cover letter to Anna Hendricks, SCC LV Program Director ahendricks@conservationlegacy.org. Feel free to email questions or call Anna directly at 719-580-3272