



**POSITION:** AmeriCorps Assistant Field Leader, Youth Corps Camping, Seasonal

**LOCATION(s):** Crews travel throughout the state - based out of Eugene, OR; Lake Wenatchee, WA or Boise, ID

**BENEFITS:** *Summer.* 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.

**PROGRAM DATES:** 05/21/2021 – 08/21/2021

**QUESTIONS/CONTACT:** Cassie Connolly, AmeriCorps and Community Engagement Coordinator, at [CassieC@IdahoCC.org](mailto:CassieC@IdahoCC.org) or (208)-509-1619.

#### **Organization Background:**

Since 1984, Northwest Youth Corps (NYC) is a non-profit organization that provides unique work training experiences that empower youth and young adults to become successful, resilient members of their communities. To achieve this, NYC provides a variety of outdoors, conservation-specific programs throughout the Northwest that emphasize leadership, growth and personal success. NYC partners with agencies like the U.S. Forest Service; National Park Service and Bureau Land Management to provide strenuous field-based work projects. NYC's programs serve over 900 youth and young adults annually, with programs operating in Oregon, Washington, Idaho, and California. Idaho Conservation Corps (ICC) is a program of Northwest Youth Corps.

NYC engages youth and young adults from all walks of life and provides a multifaceted experience that helps propel them into future opportunities and careers. Hard and soft skills are taught and reinforced throughout the member's term of service through a formal practical trainings and mentorship of partners and NYC staff. NYC strives to provide program participants the skills and competencies needed to succeed in a wide variety of professional environments and life circumstances.

#### **Position Description:**

Field Leaders assist in the management and supervision conservation crews of nine youth, ages 16-18, over the course of the summer. The summer season is broken down into two (2) five week sessions, so leaders oversee two separate groups over their service term. While on session, Field Leaders are responsible for assisting in the completion a variety of hands-on, conservation-oriented projects on public and private lands, and facilitating daily lessons using our accredited outdoor education curriculum. Field leaders are well-balanced individuals who work hard and embody compassion, patience, and an inspirational attitude. Field leaders generally support a variety of different crews, rotating on a weekly/semi-weekly basis while Crew Leaders maintain supervision over a single crew.

This experience allows Leaders to gain additional skills and mentorship from more experienced leaders while enabling Field Leaders to contribute their own leadership, management and educational experience to young people. The position can provide an entry-point into the fields of natural resource management, youth development, and outdoor education.

### **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
- NYC Leadership Philosophy
- Basic Trail maintenance and Construction
- Crew Management and Motivation
- Conservation Education
- Risk Management and Safety Procedures
- Diversity, Equity and Inclusion
- Behavior Management
- Time Management
- Driver Training
- Tool Use and Maintenance
- Anaphylaxis training



### **Duties and Responsibilities:**

*Leadership and Mentorship* – Leaders assist in the management, supervision, and participate in all aspects of crew work from hauling rocks to stacking brush. They work cooperatively with a crew's Crew Leader to delegate responsibilities to crew members, maintain crew discipline, resolve conflicts, and establish/maintain crew morale. Leaders provide formal and informal feedback to corps members with specific attention to work productivity and quality, teamwork, and leadership. Field Leaders receive feedback on their performance and are challenged to develop their own leadership skills within this program.

*Safety and Risk Management* – Field Leaders help oversee the physical and emotional safety of program participants at all times. Safety is the number one priority in everything we do, including work, education, and recreation. This includes not only the physical safety of participants but their mental and emotional safety as well. Leaders will be responsible for transporting the crew and equipment, to and from the worksite and frequently drive long distances in NYC's fleet vehicles.

*Project Management & Implementation* - Leaders are responsible for safely completing conservation projects to high standards by training, working with, and supervising crews of nine teenage youth working roughly 38 hours/week. Managing and motivating youth crews in this environment requires leaders to maintain a highly structured camp and work experience and provide vigilant supervision of youth in their care. In the field, leaders will provide direction to their crew with specific attention to safe work practices, proper tool use, work quality, and productivity. Leaders are mentors and role models and set the pace and tone of the project site. This position is physically, emotionally, and mentally demanding. Leaders will lift heavy loads, walk long distances, and should expect to find each project physically challenging.

*Education* - Leaders implement daily lessons based on NYC's education curriculum (SEED), which incorporates environmental education, life skills development, nutrition and health, and job readiness. Field leaders track corps member participation and progress throughout the program. Field leaders are encouraged to bring their own skills and experiences to the education curriculum and use natural surroundings for teachable moments.

### **Required Qualifications:**

- At least 21 years old
- 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
- Strong communication skills
- Good judgment and decision making skills
- Sense of humor, spirit of adventure, and desire to make a positive difference in the lives of others and the environment
- Experience/desire in working with diverse populations
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job

**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.

**To Apply**

Apply online at <https://www.nwyouthcorps.org/joinNYC/>. Contact [cassiec@idahocc.org](mailto:cassiec@idahocc.org) or by phone at (208) 509-1619, if you have any questions about your application. Additional program information can be found at <https://idahocc.org/>.

**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

*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.*

**X**

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Member Signature

Date