



# Continental Divide Trail Coalition

CONNECTING THE COMMUNITY THAT SUPPORTS THE CONTINENTAL DIVIDE NATIONAL SCENIC TRAIL

## Field Crew Leader

Position Title:	Field Crew Leader	Office Location:	Golden, CO
Status:	Full Time, Hourly, Non-Exempt	Term –	5-6 months
Start Date:	May 1, 2024	Supervisor:	Field Technical Specialist

## POSITION SUMMARY & STATEMENT OF DUTIES

The CDTC Field Crew Leader will directly implement and lead all on-the-ground volunteer trail work projects and trail maintenance trainings for Field Programs. These efforts ensure the Continental Divide National Scenic Trail (CDT) is completed, maintained, and protected by grassroots efforts and strong community connections.

CDTC Field Crew Leader will participate in direct coordination with the Forest Service, Bureau of Land Management, National Park Service, nonprofit organizations, outdoor retailers, and organizations paving the way for inclusivity in the outdoors.

### **Effectively and professionally implement, lead, and complete CDTC volunteer trail work projects to the highest land manager and CDTC standards:**

- With the Field Tech Specialist and/or Field Coordinator, lead front-country and backcountry volunteer trail crews in trail maintenance, construction, and large-scale trail feature construction along the CDT (projects will be in New Mexico, Colorado, Wyoming, Idaho, and Montana).
- Coordinate material and supply needs with supervisor and land managers and manage on-site project logistics, correctly estimate volunteer needs, provide project orientation to volunteers, complete work in a timely and efficient manner, supervise and support on-site volunteers, and ensure safety at all times.
- Frequent travel, including weekends, may last from 1-3 weeks in duration. Work will fall on over a two week hitch period with a goal for an 8/6 break out schedule depending on project location, duration, and drive time. The weekly work schedule will be variable (averaging 40-50 hours/week), with projects lasting 1-6 days in length, not accounting for travel days to and from the worksite. Occasional evenings required. A vehicle will be provided for all fieldwork and travel.
- Instruct and lead volunteers in proper trail maintenance, trail construction, or building large-scale trail features, including but not limited to tread construction, corridor clearance, drainage, puncheon construction, fence and gate construction, and turnpikes.
- Ability to respectfully work with volunteers of varying ages (18 -75 years old) and skills in a positive, engaging, open, and motivating experience while still accomplishing project goals. Excellent interpersonal skills, a sense of humor, and a positive, professional attitude are a must.
- Assist the Field Coordinator and Field Tech Specialist in the completion of detailed project reports documenting the progress of fieldwork days, including trail accomplishments, before and after photos, line or point data, and volunteer paperwork and statistics.
- Oversees the management of the CDTC tool shed, ensuring tools and equipment are correctly cared for, cleaned, sharpened, and stored.



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- Assist in the management of program safety by following CDTC safety and check-in protocols and ensure that Job Hazard Analysis or Risk Assessments are followed at all times.
- Maintain a clear and consistent line of communication with supervisor around project progress, accomplishments, deficiencies, and needs.
- Oversee basecamp operations, including dispersed camping area, kitchen/communal areas, bear-proofing crew gear, camp hygiene, volunteer recognition, and after-work giveaways and branding activities, and other needs and duties as they arise.
- Be prepared to assist camp Crew Chefs and/or provide group meals, when necessary.
- Manage food, travel, and lodging budget and credit card purchases, providing receipts for ALL purchases and coding them properly.

## **Assist in implementing the CDTC Adopter Program curriculum:**

- Support the Field Tech Specialist and/or the Field Coordinator in provision of CDTC Adopter Trainings in an informative, engaging manner during in-class and field-based portions meant to teach volunteers trail maintenance techniques, risk assessment, communication with land managers, tool safety, and more, as well as register volunteers as official CDTC Adopters and manage pertinent paperwork.
- Under the direction of the Field Tech Specialist and/or the Field Coordinator, collaborate and support partner organizations.
- Under the direction of the Field Tech Specialist and/or the Field Coordinator, complete and manage CDTC Adopter agreements and supporting paperwork, as needed.

## **REQUIRED SKILLS**

- At least two field seasons of professional trail work experience implementing trail maintenance and construction projects in front and/or back country field settings.
- High school diploma or GED.
- Proficiency in traveling (hiking, backpacking, and navigating) and living in front-country and backcountry environments.
- Ability to participate in vigorous physical activity for extended periods at altitude and lift 40lbs
- Must hold a current wilderness medical certification (WFA, WFR, or WEMT) or be willing to acquire certification.
- Must have a valid driver's license with a clean driving record.
- Experience teaching or training volunteers, youth or the general public on conservation topics.
- Ability to present ideas clearly and effectively through oral and written communication.
- Organized, motivated team player who demonstrates the ability to take the initiative, ask questions, accept and integrate feedback, set goals, and achieve them.
- A demonstrated understanding of the importance of Justice, Equity, Diversity, and Inclusion and the ability to effectively work on diverse teams or with a diverse range of people.
- Familiarity with Leave No Trace principles and camping in bear country.

## **PREFERRED SKILLS**

- Experience leading back country trail crews.
- Experience working for or with public land managers (USFS, BLM, or NPS).
- Experience in trail tool and equipment maintenance (sharpening, sanding, oiling, re-handling).
- Comfortable driving on 4WD roads in remote areas with limited cell service.



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- Experience in meal planning, prep, and cooking in front-country and backcountry setting for small groups.
- Comfortable with pack stock and being around horses.

## **SUPERVISION AND WORK ENVIRONMENT**

The Field Crew Leader works under the direct supervision of the Field Technical Specialist. With support from the Field Coordinator and Trail and Lands Conservation Program Coordinator.

## **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is frequently required to do physical labor in outdoor and backcountry environments. Work is performed both indoors, in a busy, collaborative office space, and outdoors at elevations ranging from 5,000 ft to 12,000 ft where environmental elements prevail. Manual dexterity is needed to type, write, use computers, satellite phones, and I pads. The ability to talk and hear via the telephone and through face-to-face communication is needed. Upper body strength is a requisite to lift and move up to 40lbs unassisted and 100lbs with assistance. Work will include travel in company provided vehicle, rental vehicles, and possibly a personal vehicle (travel reimbursement included) so the individual must have a valid driver's license. This position requires frequent travel, including weekends, that may last from 1-3 weeks in duration and spanning New Mexico, Colorado, Wyoming, Idaho, and Montana. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. CDTC is an equal opportunity employer. We encourage anyone interested in the position are encouraged to apply.

## **COMPENSATION AND BENEFITS**

\$22/hour with a taxable healthcare stipend (\$450/month), as well as a non-taxable cell phone reimbursement (\$50/month). Field Crew leader is paid monthly, on the last business day of the month.

## **TO APPLY**

Interested individuals should send a cover letter and resume to [sshattuck@continentaldivide-trail.org](mailto:sshattuck@continentaldivide-trail.org) with the subject line "CDTC Field Crew Leader Application." The application deadline is November 30, 2023.