

NORTHWOODS STEWARDSHIP CENTER

NORTHWOODS CONSERVATION CORPS

Positions:

Crew Leader
Assistant Crew Leader

Location(s):

Northeastern Vermont
Northern New Hampshire
Western Massachusetts
Southern Connecticut

DESCRIPTION

The Northwoods Conservation Corps is hiring **Crew Leaders** and **Assistant Crew Leaders** for the 2016 season. Leaders are highly trained, enthusiastic, and motivated individuals who will supervise crew members (ages 15-18), complete conservation projects, and facilitate educational activities through the summer. Leaders must ensure a safe work environment, compile project logs and evaluations, maintain tools and equipment, and make sure all crew members adhere to Northwoods policies and expectations.

The **Kingdom Corps** works with northern Vermont and New Hampshire youth to maintain trails, improve riparian habitats, and complete various conservation projects throughout Caledonia, Essex, Orleans, and Coos counties. The **Northwoods** and **Caledonia Crews** are based locally and travel daily to the worksite while the **Backcountry Crew** lives in a remote 'spike' camp during the work week.

The **US Youth Conservation Corps (YCC)** is a cooperative program between Northwoods and the US Fish and Wildlife Service (USFWS). YCC Crews work at *National Fish and Wildlife Refuges* throughout the Northeast region. At each site, crews improve wildlife habitats, study and protect wildlife populations, and manage critical refuge infrastructure.

DUTIES

Crew Leaders and Assistant Leaders responsibilities include, but are not limited to the following:

- Supervise and manage a crew of 4 - 8 members (ages 15-18) while completing priority conservation projects
- Facilitate educational development for crew throughout the season
- Coordinate with supervisory staff on project logistics
- Compile project logs and member evaluations
- Ensure a safe work environment for crew members and the public
- Routinely prepare and maintain tools/equipment before and after projects
- Serve as an exemplary leader and role model for crew members
- Maintain strong relationship and communication with project partners (including USFWS staff)

EMPLOYMENT DURATION

The 2016 season runs from **June 20th to August 6th**. Professional leadership and conservation training for Leaders begins the first week of the season and is followed by Crew Member training and the summer work season. Candidates must be able to work for the entire season.

COMPENSATION & BENEFITS

Salary: **\$400 - \$550** per week, depending on position, experience, and crew.

Commitment: Crew Leaders and Assistants work a minimum **40 hour** week.

Housing: Accommodations vary by location but typically include sleeping quarters and access to kitchen and bath facilities. Camping and facility access is available on the Northwoods property for Kingdom Corps leaders. Regional USFWS housing facilities are open to YCC leaders depending on availability.

QUALIFICATIONS

Candidates should possess, at a minimum, the following:

- Strong interest in natural resource conservation, management, and education
- Experience working with and educating youth
- Trail maintenance and construction skills preferred
- Demonstrated leadership skills and experience managing groups
- The ability to work responsibly and cooperatively as a member of a team
- Commitment to protecting and improving the quality of the environment for human and natural communities
- Experience in best practices for field safety and a general understanding of LNT principles
- Capable of performing strenuous physical labor such as carrying 50+ pounds, including tools associated with duties (e.g. shovel, saw, etc.), over rough terrain
- Possess a clean, valid, state-issued driver's license
- Candidates must be 18 or older by June 20th, 2016

HOW TO APPLY

Qualified and interested applicants should fill out the following information (3 page application, 1 page signed) completely and accurately. In addition to the **application questions**, please include your **resume** and a list of **three professional references** (with contact information). When completed, kindly send the entire application to:

Jack Markoski
Conservation Assistant
PO Box 220
East Charleston, VT 05833

Or scan and email to:
jack@northwoodscenter.org

If you have any questions, please feel free to email the address provided or call:

802.723.6551 (ex. 304)

APPLICATION DEADLINE:

FEBRUARY 26th, 2016

ABOUT NORTHWOODS

Founded in 1989, **Northwoods Stewardship Center** is a dynamic nonprofit conservation and education organization serving the communities of the Northern Forest region. Through three program areas - Education, Conservation Corps, and the Forest Stewardship Institute - the Northwoods mission is to connect people and place through science, education, and action.

The **Northwoods Conservation Corps** was established in 1995 and, for 21 years, has put local youth to work on priority conservation and community service projects throughout the Northeast. Crew members benefit from hands-on conservation training, paid employment, and the opportunity to enhance our river, trail, and wildlife resources in their home communities.

Our staff has over 40 years of conservation experience and provides high-quality training and supervision so that all participants can learn new skills and safely participate in a variety of conservation and community service projects.



CONSERVATION CREW LEADER / ASSISTANT APPLICATION

Please fill out completely – incomplete applications will not be accepted

Name: _____

Mailing Address: _____

PO Box / Street

City, State, Zip Code

Other/Permanent Address: _____

Phone Number: (_____) _____ Secondary Number: (_____) _____

Email Address: _____

Gender: Female / Male D.O.B. _____

Have you applied to Northwoods before? Yes No

Have you worked for Northwoods before? Yes No - if "Yes", when? In what capacity?

Position Applying For:

CREW LEADER (age 20+)

ASSISTANT CREW LEADER (age 18+)

Site Preference(s):

Kingdom Corps

Northwoods Crew (E. Charleston, VT)

Caledonia Crew (E. Burke, VT)

Backcountry Crew (Roving - VT & NH)

US Fish & Wildlife YCC Crews

Nulhegan Basin (Brunswick, VT)

Pondicherry (Whitefield, NH)

Umbagog (Errol, NH)

Fannie Stebbins (Longmeadow, MA)

Springfield Community Crew (Springfield, MA)

Stewart B. McKinney (Westbrook, CT)

Fort River (Hadley, MA)

CONSERVATION CREW LEADER / ASSISTANT APPLICATION

Northwoods Stewardship Center seeks to hire the best staff possible every season. To better inform our selection process, please respond to the following questions. **Feel free to use additional space as needed.** Your responses will help us better understand your experiences, skills, and interests. Please type or print neatly and try to be as thorough as possible.

1. Typically, Northwoods receives more applicants than we are able to hire. Describe why you want to be a part of the Conservation Service program. What are your greatest strengths and how will they benefit your crew?

2. Northwoods provides participants with a valuable summer experience. What are some of your goals for the summer season and how might Northwoods help you achieve those goals? What are some skills or subjects you would be interested in facilitating or developing your own understanding about?

3. Northwoods crews work as a team. Please describe how you have worked as a member of a team in the past. What will you do to bring your diverse group together as a team?

4. Northwoods crews work under challenging conditions to complete priority river, trail, and wildlife management projects. Describe any relevant work experience (e.g. conservation work, carpentry, landscaping/gardening, farm or woods work, etc.). Please include type of work, location, and duration – as well as experience with tools.

5. Please describe your group management experience and give an example of your organizational skills.

6. Describe your outdoor leadership experience, including environmental education, camp counselor, expedition, or backcountry skills.

7. Please provide any additional information about yourself that may aid in the hiring process.

I have answered all questions honestly and accurately and certify that the information given above is an accurate reflection of my skills and experiences.

Signed

Date