



Woodsboss Application

POSITION: Woods Boss

POSITION TYPE: Seasonal

LOCATION: Northwest Youth Corps office locations in Eugene OR, Tacoma WA, and Boise ID. Will require 40% travel to crews assigned within an assigned region providing field support using a NYC provided vehicle. The entire field season will be spent in the field supporting crews. There will be occasional visits to headquarters for supplies.

SCHEDULE: Days off are sporadic and coordinated with your Program Manager. Woods Bosses will typically work 10-14 day (about 2 weeks) stretches.

COMPENSATION: \$115 per day for Young Adult and Community crews (\$117 with current WFR or EMT certification) \$125 for Youth Crews (\$127 with current WFR or EMT certification) with transportation, camping locations, and some meals provided.

ORGANIZATIONAL BACKGROUND

Since 1984, Northwest Youth Corps (NYC), a non-profit organization, has given tens of thousands of youth and young adults opportunities to learn, grow, and experience success. Through partnerships with conservation agencies, youth and young adults gain the personal and professional skills needed to carry out a variety of stewardship projects, from which they can earn a stipend, high school credit, and/or an AmeriCorps educational award. More importantly, these young people gain skills needed to become economically and socially self-sufficient, benefit their communities as citizen stewards, and recognize that they can make a positive difference. NYC also operates an accredited charter school, internship program, and the Idaho Conservation Corps (ICC).

POSITION SUMMARY

The Woods boss is responsible for providing field support to youth and young adult conservation crews. This includes, but is not limited to ensuring projects are to partner and NYC/ICC specifications and NYC/ICC standards, camps are to NYC/ICC standards; that they are clean, safe, and follow organizational protocol; and that seasonal staff presents a rich educational program. This position will also include giving project specific technical support to crews which may include, trail maintenance and construction, fence maintenance and constructions, invasive species removal, and fuels reduction. A Woods boss may also manage some weekends,

recreational trips, and be responsible for resupplying crew food and equipment. The Woods boss will interface with project sponsors and parents to ensure participants are comfortable with the program.

POSITION DETAILS

Diversity, Equity, and Inclusion Support

- Promote continued organization support of Diversity, Equity, and Inclusion initiatives.
- Seek to remove barriers to participation in NYC programs for underrepresented populations.

Essential Duties and Responsibilities:

- Personnel: The Woods boss is responsible for the training, supervision, coordination, and performance of field staff as well as the overall performance of field youth and/or young adult crews. This includes giving feedback to and creating success plans for leaders over the course of the season. The Woods boss acts a role model to the crew and should be always personally aware of this.
- Administrative: The Woods boss is responsible for completing required paperwork associated with their program. The Woods boss is responsible for collection and disbursement of field staff paperwork (petty cash, mileage reports, time sheets, etc.).
- Management: The Woods boss typically supervises seasonal program field staff and participants and provides necessary ongoing training and technical support to ensure projects are being completed in a safe, professional, and productive manner. Supports repair and maintenance of tools and equipment as required as well as organizing, procurement and packing of food for crew modules. The Woods boss will also respond to crew dynamic challenges by giving crew leaders support and advice when difficult situations arise within members, project sponsors, or other leaders. This will include facilitating conflict resolution through debriefs as a third-party supervisor. The Woods boss also has a primary role with seasonal staff training and evaluation.
- Field Opportunities: Woods boss will work alongside crews on field projects on a weekly basis. Success in this position will require heightened situational awareness and field endurance as the Woods boss will be living and sleeping in a field setting for the duration of the season. Friday's may be reserved for shop days to gather necessary tools and resupply for the following weeks projects and delivering it to crews in the field. Additionally, Woods boss may assist to lead, supervise, and plan weekend activities for crews.
- Flexibility: The position requires flexibility as it has long days and hours which includes traveling many hours in order to visit and successfully support multiple crews at a time.

Position Qualifications & Certifications

- Education: Prefer college education in outdoor recreation, forestry, environmental education, resource management, landscape architecture or a related field.

- *Experience:* Applications will be reviewed considering all relevant experience relating to youth leadership, outdoor recreation, environmental education, or forestry background. Experience leading or supervising a group or team and experience managing outdoor projects. Experience working on manual labor projects, using hand tools, operating chainsaws and driving 15 passenger vans is desirable.
- *Certification:* Current wilderness first aid/CPR or higher certifications are required; or willing to obtain. Applicants must be able to demonstrate an acceptable driving record during the last three years.
- Must possess a valid driver's license and clean driving record.
- Regular attendance and punctuality +

Reliable and self-motivated.

- Exceptional communication skills.
- Superior problem-solving skills.
- Strong leadership qualities.
- Interpersonal skills

Physical Demands/Work Environment

- *Physical Condition:* Applicants must be in good physical condition and capable of working long hours on strenuous, labor intensive projects. Work projects often require heavy lifting, constant bending, digging, and long hikes to and from the worksite.
- Applicants must be able to backpack 7 miles and lift up to 50 lbs (with or without reasonable accommodation).
- Position will require camping in various locations for the course of the season.
- This position will primarily work outside in all types of weather conditions and environments including but not limited to high elevations, remote areas, cold, rain, snow, heat, humidity, wind, etc.
- The noise level in the environment is quiet to loud. PPE is provided and use is required.
- While performing the duties of this job, with or without reasonable accommodation, the employee is required to stand; walk; use hands to handle, feel or operate objects, tools, or vehicle; reach with hands and arms; sit; climb or balance; stoop, kneel, crouch or crawl; talk, hear; and smell repeatedly.

**This Position Description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice. **

Terms of Employment

Based in Eugene, OR, Tacoma, WA, or Boise, ID will require 40% travel to remote training and project locations. which may also include travel to projects in OR, WA, and ID as needed. This is a seasonal position.

To Apply

Send a cover letter and resume with 3 professional references to Nate Zantzing, Community Engagement Manager at NateZ@nwyouthcorps.org with “Woods boss Application” in the subject line and document attachments in word or PDF format. Please do not call or drop in. Additional program information can be found at www.idahocc.org and www.nwyouthcorps.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 statuses, or other socio-cultural identifiers.