



Heritage Conservation Corps Supervisor

Position Announcement – Full-time Temporary

Start Date: June 26, 2017 with mandatory training prior to start

End Date: July 28th, 2017

If interested in this position, please send a 1 page résumé no later than March 10th, 2017 including your full contact information, work experience, qualifications, certifications and education, and three references to:

Tiara Campbell, Sustainability Coordinator, tcampbell@schuylkillriver.org

Successful applicant must pass a background check

ORGANIZATION INFORMATION

The Schuylkill River Greenway Association (SRGA) is a non-profit organization that was founded in 1974 to focus on the preservation of the riverfront in Berks and Schuylkill Counties. Today, SRGA manages the Schuylkill River National & State Heritage Area with the mission: *to assist communities, organizations, and citizens of the Schuylkill River region to preserve and sustain their cultural heritage and natural environment for future generations*. Completing the planned 125 mile Schuylkill River Trail, currently a 63 mile open trail between Philadelphia and Pottsville, is an important component of this mission. Individuals will be recruited for a Heritage Conservation Corps program to complete segments of this trail in Schuylkill County.

PURPOSE OF THE POSITION

SRGA's Heritage Conservation Corps intends to employ four people within Schuylkill County ages 17-24 as Corps members to complete a trail segment in North Manheim Township. Tasks will include trail surfacing, clearing, minor excavation, sign installation, step building, barrier installations (fencing, gates, etc), and invasive species control. The Corps will additionally assist staff at local museums, parks, or other Heritage Area sites with programs or facilities management. A Corps supervisor is needed to facilitate work and ensure Corps member teamwork.

This position is very important to SRGA because the work advances completion of the Schuylkill River Trail and enables young, disadvantaged Schuylkill County residents to earn a wage, job skills, and career training to assist them in seeking work opportunities and financial stability. However, this work cannot be done without the guidance of a Corps supervisor for the Corps members.

DUTIES

The Heritage Conservation Corps Supervisor will accompany the four Corps members at the worksite and other locations at all times, overseeing and assisting with work activities. The Supervisor will conduct member orientation and continued instruction as needed, showing members proper tool use as well as adapting members to a new work environment and teamwork. The Supervisor will also sign Corps member timesheets and maintain regular communication with SRGA about work progress. The Supervisor may also transport members to and from the worksite, and to additional locations for non-trail related projects. A vehicle and gas funds would be provided by SRGA for work related transportation.

RESPONSIBILITIES

1. Supervise four 17-24 year old Corps members
2. Assist members with trail work
3. Complete supervisor and member training
4. Maintain worksite, tools and equipment
5. Complete and sign off on necessary paperwork
6. Perform other related duties as required

BENEFITS

The Heritage Conservation Corps Supervisor will be compensated \$2,400 for five weeks of service, working 8 hrs per day, Monday-Friday for approximately 40 hours per week to support the Corps that will be working 6 hrs per day, Monday-Friday for approximately 30 hours per week. Other benefits include free gear, training, and making a positive influence in the lives of young people.

REQUIREMENTS:

- Be a U.S. Citizen
- Be at least 25 years of age
- Possess a valid drivers license and own transportation to Pottsville and surrounding areas
- Pass a background check
- Attend a 3 day wilderness 1st aid training course in May and pass the certification

KNOWLEDGE, SKILLS AND ABILITIES

The applicant must have:

- prior experience in a leadership position
- prior experience in land stewardship preferred
- experience working with young people
- good observation skills
- good time management
- patience
- an interest in the outdoors!

WORKING CONDITIONS

Applicant must be willing to work in an outdoor environment during the summer months with minimal indoor time, other than basic training and career presentations. The work can be physically demanding. Applicants will preferably have experience working with young people and possess the ability to teach, motivate, and mediate conflict.