



THE FAMILY YMCA

Job Description

Job Title: Youth Conservation Corps Crew Leader	
Reports To: YCC On-the-job Trainer, Adventure Program Director	Business Unit:
FLSA Status:	Home Cost No: 01-01-05-2020-060301
Job Type: Seasonal, 40 hours per week	Pay Range: \$11.88 p/hr

Job Summary

Crew Leaders supervise a quality work crew that participates in service-work according to the goals and values of the Youth Conservation Corps (YCC). Working together, YCC members contribute to the quality of life for all New Mexicans, striving for healthy natural resources and lasting community benefits. Through hands-on training, education and learning opportunities, crew members will develop transferable work skills, and receive coaching on how to apply learned skills in future education or work settings. Our summer projects and trainings may include riparian restoration, trail construction and maintenance, fire ecology data collection and application to watershed management projects, training in firefighter and trail-building tool use and care, erosion control, bridge building and installation, native plant and animal identification, and other locally relevant ecology concepts.

The person(s) selected for this position will be responsible for working with the Adventure Programs Director, the YCC On-the-Job Trainer, and YCC Crew Members to ensure the successful completion of YCC project activities. This person is responsible for presenting a positive attitude toward the YMCA, its staff, and its programs.

Essential Functions/Job Duties

➤ ESSENTIAL JOB DUTIES:

Crew Leaders must be at The Family YMCA facility at or before 7:45 am each workday to drive the YCC van and leave for the worksite. Crew Leaders are expected to help motivate and work alongside Members to build and maintain technical trails among other projects. They may work at high elevations for extended periods of time in a variety of weather conditions. As a Leader of a crew, Crew Leaders will be expected to perform a variety of assigned tasks with attention to detail, safety, and respect for their fellow Crew Leader and Members at all times. The two Crew Leaders will be responsible for completing Crew Member evaluations as well as work status updates and reports. The two Crew Leaders will coordinate with each other to arrange van driving schedules to pick up Espanola and Los Alamos Crew Members.

➤ YCC PROVIDED TRAINING:

Training in trail construction and maintenance, fire ecology, watershed management, riparian restoration, and other technical skills will be provided as necessary.

➤ MATERIALS AND EQUIPMENT:

Crew Leaders are responsible for their own clothes. Sturdy work boots are necessary. One pair of gloves, a hard hat, and safety glasses will be provided by the YCC. Long pants are a requirement (no shorts or cut-offs permitted) and a long-sleeved shirt and rain jacket are suggested. Tools will be checked out on a daily basis.

➤ GETTING HERE AND GETTING AROUND

YCC provides van transportation to and from the Y and worksites. Transportation is also provided from the Española Teen Center to the YMCA and back to Española. Crew Leaders will coordinate to arrange van driving schedules between Los Alamos and Espanola.

Essential Functions/Job Duties (cont.)

➤ CREW MEMBERS WILL BE EXPECTED TO:

- Uphold safety and Child Protection standards for all YCC activities
- Represents the Y throughout the community
- Attend staff meetings and other meetings and trainings as required
- Maintain a professional appearance and manner reflective of Y standards.

Job Specifications

Eligibility requirements for Crew Leaders:

Enrollment in the program shall be limited to individuals who, at the time of enrollment, are:

- (1) unemployed;
- (2) are New Mexico residents;
- (3) are in-school or out-of-school youth;
- (4) are between the ages of 21 and 25 years of age;

Must have the ability to:

- supervise others;
- plan and organize work in a timely manner to meet deadlines;
- supervise well-coordinated, high-quality projects;
- exercise mature judgment and sound decision making;
- communicate effectively both orally and in writing;
- communicate effectively with fellow Crew Leader and Crew Members,
- learn, follow and enforce local Y and national guidelines related to internal policies.

Physical Requirements/Working Environment:

Crew Leaders will perform the duties of this position in several different settings. The work sessions will be located in desert and mountain environments of Los Alamos, New Mexico. The position requires bending, lifting, pushing, stooping, carrying and other demanding physical labor. Crew Leaders will be exposed to stressful, physically and mentally demanding situations. To perform the daily duties of this job, members will be required to: walk 1.5 miles carrying a full day's supply of water, tools, etc. (min. 25 lbs.); lift 40 lbs., sustain high level of performance for at least 8 hours, while working in an outdoor summer weather environment. Crew Leaders and Members are individually responsible for providing themselves with enough water to maintain their own health and safety daily, as well as snacks and lunches. Must possess adequate vision and hearing to work with required tools and effectively communicate with other Crew Leaders, Crew Members, and the public.

Desired End Result:

The YCC Crew Leader will present a competent and positive image of The Family YMCA through the professional and safe participation in all YCC programming, quantified by completion of the key areas of responsibility and continuous improvement of the systems.

Job Description Reviewed & Understood:

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____