



Position: 2024 Field Crew Leader (AmeriCorps, ages 18 - 35)

Location: Various, in Minnesota and Iowa

This is not a residential program; participants must secure housing preferably near the crew location

Service Term: 900-hour AmeriCorps position

Benefits:

- Living Allowance: \$2,300/month
- Education Award: \$3,447.50, if eligible and upon successful completion of program requirements
- Student loan forbearance (on qualifying student loans)
- Health insurance
- Childcare assistance
- Training, certifications, networking

About Conservation Corps Minnesota & Iowa: Conservation Corps Minnesota & Iowa, a nonprofit organization and AmeriCorps grantee, engages hundreds of youth and young adults each year in meaningful service, leadership development, and environmental stewardship. Our vision is a world in which everyone has equitable access to nature, is equipped to succeed in career and life, and is empowered to make a difference in conserving natural resources. Our projects and programs embody our core values of safety, service, respect, equity, and community. In working toward our vision, we believe it is important to acknowledge that natural resources organizations, including Conservation Corps Minnesota & Iowa, have a legacy of supporting and benefiting from systems that have restricted access to public lands and careers for marginalized groups. To challenge this, we commit to using equity as a lens for the work we do and decisions we make, building a shared vision surrounding justice, equity, diversity, and Inclusion goals with our partnering organizations and communities and providing an equitable training environment and high-quality programming to all our participants.

Position Summary: AmeriCorps Field Crews serve outdoors restoring habitat, managing natural resources, and occasionally responding to natural disasters or community needs. The Field Crew program prioritizes personal and professional growth while teaching hands-on conservation skills in the field. Members develop technical skills throughout their term while completing challenging and impactful conservation projects. Natural resources projects vary by region and crew location, but may include:

- Invasive species management
- Stream bank stabilization, erosion control
- Prescribed burning
- Trail construction & maintenance
- Tree planting
- Basic carpentry
- Wild land fire suppression
- Emergency response

Projects are in partnership with public land management agencies such as the State Department of Natural Resources, US Fish & Wildlife Service, National Park Service, cities, counties, and trail associations. Projects are physically challenging and team-oriented and occur throughout the Midwest, including urban and wilderness settings. Depending on crew location, up to 90% of projects will be out-of-town assignments, requiring camping for 4 – 12 consecutive days. Crews are led by AmeriCorps Crew Leaders and supervised by two Regional Managers.

The Crew Leader position is integral to the AmeriCorps field program's goal of accomplishing environmental service projects by providing training, education, coordination, and leadership to ensure a positive and safe experience for AmeriCorps Crew Members. Project sites vary throughout the Midwest, including urban settings and wilderness. Service is performed exclusively outdoors and may involve camping for several days at a time. Crews complete natural resource conservation projects such as exotic species management, herbicide application, stream bank stabilization and erosion control, timber stand improvement, prescribed burning, trail construction & maintenance, tree planting, basic carpentry, wild land fire suppression and emergency response in partnership with public land management agencies such as the DNR, USFWS, NPS, SWCDs, etc.

The AmeriCorps Crew Leader typically leads a crew of 4 or 5 AmeriCorps members, serving as the primary liaison between project hosts and program staff. The Crew Leader is responsible for the crew's service and safety during each project. The Crew Leader and Crew Members are supervised by two Regional Managers.

Duties & Responsibilities

- Complete natural resources service projects in cooperation with fellow members safely, effectively and efficiently and to the satisfaction and specifications of the project host
- Abide by Corps program safety regulations as well as applicable federal/state/municipal law and OSHA requirements; communicate any safety concerns and incidents
- Contribute actively to the team to complete projects, demonstrating a commitment to the Corps values of safety, service, respect, equity and community, as well as justice, diversity, and inclusion.
- Positive attitude, desire to learn new skills, interest in community service; represent Conservation Corps in positive manner in public
- Complete the entire service term per the start and end dates listed on the Member Service Agreement
- Complete and approve timecards and other required reports and paperwork in timely manner
- Be responsible for crew safety and training in order to promote a safe service ethic and prevent accidents and injuries.
- Organize daily operations so that efficient, high-quality standards are assured.
- Provide crew leadership in such a manner that members are treated fairly, learn service and life skills, and perform efficiently.
- Coordinate public relations so that the community is aware of program accomplishments and crews are involved in communities in which they serve.

Role Clarification: This is an AmeriCorps member level position, NOT a staff member. While serving in this AmeriCorps position, members need to abide by the below restrictions:

- Members may NOT sign/approve official documents such as AmeriCorps paperwork, other member's timecards, performance evaluations, disciplinary contracts, project contracts or any similar documents.
- Members may NOT be directly involved in project acquisition or contracting.
- Members may NOT discipline other AmeriCorps members. While they may provide guidance, facilitate crew meetings, motivate, reward and uphold safety policies on the service site, all policy violations and disciplinary action must be directed to and handled by Corps staff.

Hours & Schedule

Schedules can vary, depending on crew location. Crew leaders should expect to be scheduled for at least 40 hours of service per week. A typical schedule is Monday – Thursday, 7:00 AM – 5:30 PM, including a mandatory 30 minute lunch break which does not count towards service hours. Overnight travel (4 – 12 consecutive days) is

often required for service projects. Some special assignments (including wildfire response and other emergency response assignments) may require members to deploy for several weeks at a time.

Training & Development

The Corps provides orientation and skills training at the start of the program year, and additional region or project specific training throughout the service term that may include:

- AmeriCorps benefits
- Team building and conflict resolution
- Diversity, equity, and inclusion
- Safety and risk management
- Power and hand tool safety and maintenance
- S130 & S190 Firefighter training and red card certification training
- First Aid and CPR
- MN Safety Council defensive driving
- Trailer operation and safety
- Invasive species management/herbicide application
- Plant identification
- Leave No Trace principles.

No more than 20% of total service hours will be spent on training and development activities.

Qualifications

- Ability and desire to work well with others in a team setting, outdoors and in all weather conditions
- Commitment to upholding Corps values of safety, service, respect, equity, and community
- Dedication to complete the full term of AmeriCorps service
- Ability to perform the Essential Service Functions, which include but are not limited to:
 - Long (10 hour) days of shoveling, digging, and swinging heavy tools repetitively
 - Long (10 hour) days of chainsawing / brush sawing
 - Heavy lifting, bending, and carrying up to 50 pounds
 - Walking and working on steep or uneven terrain
 - Working in extremes of heat or cold
- Flexible schedule to accommodate week-long out of town assignments and emergency response
- Must be a US Citizen, US National, or Lawful Permanent Resident Alien of the US
- Must pass a criminal history check consisting of a National Sex Offender Public Website check, a state criminal history check, and a fingerprint-based FBI check. Passing the criminal history check is defined as no positive hits on the NSOPW and no history of violent offenses on the state or FBI checks.
- High school degree, GED, or willingness to work towards obtaining a GED
- Experience/education in natural resource management, habitat restoration work and/or related fields.
- Experience in hand and power tool safety and small engine repair is preferred.
- Iowa locations: Must possess or be able to acquire an Iowa Department of Agriculture Commercial Pesticide Applicator License. Corps will provide training and support to obtain license
- Minnesota locations: Must possess or be able to acquire a Minnesota Department of Agriculture Non-Commercial Pesticide Applicator License. Corps will provide training and support to obtain license.

Other Information

In accordance with 45CFR 2520.65, AmeriCorps members may not perform prohibited service activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in the activities. Prohibited service activities are outlined in the Service Agreement section VII and AmeriCorps member manual.

Conservation Corps Minnesota & Iowa is an Equal Opportunity Employer and is committed to creating an inclusive environment that values the diversity of its staff and members and does not discriminate against anyone. Employment/placement decisions with Conservation Corps will be based on merit, qualifications, and abilities. Conservation Corps does not discriminate in employment opportunities or practices based on race, color, creed, religion, sex, national origin, age, disability, veteran status, military service, union membership, marital status, familial status, sexual orientation, gender identity, status with regards to public assistance, genetic information or any other characteristic protected by law. Conservation Corps engages AmeriCorps members, ages 18-35, as defined under the American Conservation and Youth Service Corps Act, a subtitle of the National and Community Service Act of 1990. Reasonable accommodations available upon request.

Minorities are strongly encouraged to apply.

Women, BIPOC, LGBTQ people, and people with disabilities are strongly encouraged to apply.

I _____ have read and fully understand the above position description that reflects the service activities that I will perform during the AmeriCorps term.

AmeriCorps member Signature: _____ **Date:** _____

Approval Signature: _____ **Date:** _____