



## Trails Crew Coordinator

*This position description is intended to describe the general nature and level of work being performed by people in this category. It is not intended to be an exhaustive list of all responsibilities, duties and skills required of people in these positions.*

<b>Work Team:</b>	Operations
<b>Reports To:</b>	Operations Manager
<b>Position Classification:</b>	Summer Seasonal Head
<b>Length of Service:</b>	3-6 month (May – October) preferred

### POSTION SUMMARY

The Trails Crew Coordinator works with the U.S. Forest Service to plan and implement trail maintenance projects in the Railroad Creek Valley and Glacier Peaks Wilderness. The Trail Crew Coordinator leads and supervises the members of the Trail Crew. The Trail Crew is responsible for maintaining and repairing hiking trails. Occasional overnight trips will be required for more remote destinations.

### MAJOR FUNCTIONS (principal duties and responsibilities; such as categories supported, staff size, volume managed, etc)

*Specific responsibilities include but are not limited to the following:*

- Provide leadership to a trail crew in daily projects and operations.
- Work with the Operation Manager and U.S. Forest Service to organize and plan projects.
- Hiking miles to work sites carrying gear.
- Training short-term trail crew volunteers.
- Execute projects in a safe and timely manner.

### KNOWLEDGE AND SKILLS REQUIREMENTS (position specifications; such as knowledge/education, skills, problem solving/decision making, risk/bottom line results, management responsibility – people and functions)

*Specific knowledge and skills include but are not limited to the following:*

- Love of the outdoors is essential.
- Physically able to hike long-distances and carry up to 50 pounds.
- Up-to-date Wilderness First Response certification or First Aid/CPR certification preferred.
- Experience with cross-saws and chainsaws, preferred.
- Experience with trail maintenance required.
- Strong leadership, organizational, and project planning skills.
- Working familiarity with the tools and techniques associated with trail work and restoration.
- Must be self-motivated and have a positive attitude
- Ability to practice safety by wearing appropriate protective clothing, using safety equipment
- Physical strength and agility necessary to perform manual labor under all kinds of weather conditions. Ability to twist, turn, pull, and push.

**COMMUNITY EXPECTATIONS** (particular knowledge/skills related to client and/or agency needs)

- Enthusiasm for and ability to work in a remote wilderness setting.
- Pledges to work in ways that support and fulfill Holden Village's [Mission, Vision, and Values](#) and commits to the terms of the [Community of Practice Agreement](#).
- Abides by Holden Village's [Community Health Protocols and Practices](#).
- Extends genuine hospitality to all villagers.
- Upholds and works to further Holden Village values of diversity, equality, respect, sustainability, and spirituality as articulated in the [Strategic Plan](#).
- Commits to staying up-to date on all required vaccinations, including COVID-19.

**COMPENSATION & BENEFITS**

*As a Summer Seasonal Head, you are eligible for the following benefits:*

- \$350/month stipend
- Food (three meals/day)
- Housing, utilities, internet access
- Free parking at Fields Point
- Boat tickets commensurate with length of commitment
- Out days commensurate with length of commitment
- Friends & family days commensurate with length of commitment
- Access to amazing hiking opportunities, community events, teaching sessions, art studios and other educational opportunities!