



Trail Crew Leader – Southwest Washington

Position Announcement – 12/13/19

Compensation: \$20-\$21.25/hour, depending on experience

Priority Application Date: January 13, 2020

The Organization

Washington Trails Association (WTA) is the nation's largest state-based hiking and trail maintenance organization, with 15,000-member households, an online community of more than 100,000. Powered by hikers for more than 50 years, WTA works to ensure Washington's trails stand the test of time, connecting people to the outdoors—from everyday adventures to backcountry explorations. Each year, our volunteers contribute more than 160,000 hours to improve hundreds of trails around Washington; one quarter of volunteers are youth. WTA's strength is in its community and future success depends on fostering an inclusive organization and hiking community, where everyone feels welcome and represented.

Position summary

Washington Trails Association is seeking a Trail Crew Leader who loves working with people and shares our commitment to trail stewardship and volunteerism. The Trail Crew Leader works outdoors leading volunteers in building and maintaining trails on public lands. The position's primary responsibility is to lead single and multi-day work parties in southwest Washington. This is a temporary, full-time, field-based position that reports to the Southwest Regional Manager based in our Vancouver office.

Primary Responsibilities & Qualifications

Leading volunteer work parties

- ✓ Ensure physical and emotional safety for a volunteer crew of diverse ages and backgrounds
- ✓ Support, motivate, and train volunteers to complete a variety of trail projects. Projects may include annual maintenance, tread construction, drainage structures, and constructions of steps, turnpike, puncheon and retaining walls
- ✓ Effectively manage emergency situations following WTA's emergency response protocols
- ✓ Positively represent WTA mission, programs and membership in all interactions with volunteers, trail users and others

Preparing for work parties

- ✓ Arrive at each work party with tools, refreshments and work plan
- ✓ Coordinate work party projects and plans with senior WTA staff and land manager
- ✓ May communicate directly with volunteers via email and phone prior to work parties
- ✓ May assist other WTA staff and volunteers in identifying appropriate volunteer trail projects

Documenting work parties

- ✓ Ensure morning safety review is delivered to volunteers and documented
- ✓ Maintain and submit Sign-in and Liability Release for volunteers in a timely manner
- ✓ Prepare and submit summary report and thank you email to volunteers for each work party in a timely manner
- ✓ Report all incidents affecting the safety, health, and well-being of volunteers



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- Using a WTA cell-phone, provide digital photo documentation of project progress and volunteer engagement

Other trail maintenance and construction

- Potential to work alongside agency trail crew on some days
- Potential to engage youth through school programs and trail maintenance events

Outreach & other

- May assist efforts to engage hikers, volunteers and community groups in other WTA programming (e.g. representing WTA at events in the region)
- Perform other tasks in the front and back country to ensure program success

Job Skills and Experience: Required

- Ability to create a crew community where every member feels included and valued
- Demonstrated skills in trail maintenance and building
- Ability to effectively manage emergency situations
- Demonstrated commitment to [WTA's mission](#) and values on [diversity, equity and](#)
- Ability to accept and integrate feedback graciously, and give effective feedback to team members
- Ability to work in an outdoor environment, including hiking and backpacking up to 6 miles daily in a variety of terrain, and follow minimum impact guidelines
- WFR certification preferred, WFA and CPR certification minimum requirement valid through the duration of employment
- Valid driver's license and ability to drive a truck on highways and dirt roads
- Availability for schedule outlined below, including training dates
- Ability to work weekends and 10-hour days
- Reliable internet and printer access (library and other public access is fine) for work party planning and documentation

Job Skills and Experience: Preferred

- Cultural competency and demonstrated ability to work with people of diverse races, ages, genders, abilities and economic backgrounds
- Demonstrated experience leading a team in an outdoor setting

Schedule

The Trail Crew Leader is a temporary position starting April 2020 and continuing through September 2020. The expected schedule for the Trail Crew Leader is 30-40 hours a week over 3-5 days each week. Generally, work parties will occur Thursday-Sunday unless otherwise defined, and requires working most weekends. Work party-related communication as well as documentation of activities may occur outside of work party days. Several times during the season the crew leader may be assigned to lead volunteers in backcountry trail projects 4-7 days in length. Mandatory paid training will be April 14-16 in or near Seattle, with an additional paid training a weekend in May.

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Compensation

The hourly rate for this position is \$20 - \$21.25 per hour depending on experience. A supplementary per diem rate of \$50/day will be provided for multi-day trips. WTA provides a cellphone, hard hat, work gloves and safety glasses. WTA does not provide boots, clothing or other personal outdoor and backpacking gear required for fieldwork, but does provide a \$100 reimbursement to offset wear and tear on personal gear. Position is eligible for paid sick leave and an employer match retirement plan.

A WTA vehicle will be provided for transportation to work parties. Reimbursement will be provided for Crew Leaders who use a personal vehicle to fulfill program needs, unless commuting to/from base of operations.

Diversity, Equity & Inclusion

WTA is committed to advancing equity through our work and to becoming a more inclusive organization. People of color and others with underrepresented identities (including but not limited to: gender identity, class, socioeconomic status, sexual orientation, age, ability, and background) are strongly encouraged to apply.

Washington Trails Association is an Equal Opportunity Employer and does not discriminate on the basis of age, ancestry, color, creed, gender identity, marital status, military status, national origin, parental status, political ideology, race, religion, sex, sexual orientation, the presence of any sensory, mental or physical disability, or any other characteristic protected by law.

To apply: submit a resume and a brief cover letter describing professional and personal experience relevant to the position to seasonaljobs@wta.org. Include "Trail Crew Leader – Southwest" in subject line. If there are other open seasonal positions you would like to apply for, include this information in the body of the email, with a rank of position preferences if applicable. The position is open until filled, with priority given to applications received by January 13, 2020. Interviews will take place by mid-February. Finalists may be asked to submit to a Washington State background check. If you have any questions, please contact seasonaljobs@wta.org. View other available jobs at www.wta.org/jobs.