



## Taos Land Trust 2021 Youth Conservation Corps CREW LEAD, Position Description

Taos Land Trust empowers people to protect the land and traditions they love through education, advocacy and conservation. Our vision is to create a legacy of open, productive, and natural lands for future generations. Taos Land Trust (TLT) is an accredited member of the national Land Trust Alliance.

**POSITION PURPOSE:** Crew Leads will be hired to oversee the day-to-day work of one crew of four young adults. The Crew Lead will manage a diverse crew of participants between the ages of 16 and 25 in the safe, efficient completion of conservation, restoration, and outreach projects in the outdoors. Often working under minimal supervision, the Crew Lead must exercise discretion and judgment on matters relating to the safety, well-being, and performance of the field crew. The youth crew will work on planting gardens, invasive plant mitigation, wetland restoration, acequia maintenance, and the working of agricultural lands. In addition to field work, the crew will participate in educational opportunities that range from learning about water rights and acequias in Northern New Mexico, water conservation and ecological restoration, sustainable agriculture, ArcGIS mapping, and identifying plant, animal, and bird species.

Crew field work will be conducted largely by the Crew Lead and 4 Crew Members and overseen by the Education Coordinator. Field work involves invasive plant and tree removal and assisting with wetlands and river restoration and monitoring projects along the Rio Fernando. Work will also include such tasks as acequia maintenance, tree pruning and planting, and agricultural crop care. Additional work may revolve around photo or video documentation, ecological monitoring and data gathering with input into ArcGIS. The crew will also be involved in the preparations for future water conservation projects, agricultural experiments, and orchard sites in Rio Fernando Park.

**POSTION TYPE:** Seasonal, Part-time or Full-time, non-exempt

**SCHEDULE:** 20 to 40 hours per week, Monday – Friday

**SALARY:** \$13 per hour

**REPORTS TO:** Taos Land Trust Education Coordinator

**DATES:** August 16th to November 5, 2021

**LOCATION:** Taos, NM – Most work to take place at Taos Land Trust property/Rio Fernando Park at 410 La Posta Rd.

### **MAJOR RESPONSIBILITIES:**

#### *Essential Function: Crew Operations*

- Organize weekly and daily work plans with Education Coordinator.
- Directly supervise a crew of approx. 5 members in the completion of restoration work projects.
- Provide leadership and assist with on-the-job training and coaching for crew members to develop necessary project-related skills.
- Assist with paperwork and organizational aspects of the program including reporting and hours management.

#### *Essential Function: Risk Management*

- Manage crew's physical/emotional well-being and promote a culture of safety in all aspects of crew life.
- Safely transport crew members when necessary.
- Respond to safety concerns and incidents with appropriate and timely actions, keeping Education Coordinator and TLT staff informed.

*Essential Function: Crew Management/Crew Member Development*

- Maintain a healthy group dynamic by promoting inclusivity, communication, and conflict resolution.
- Serve as a professional role model, upholding TLT policies and holding crew members accountable for actions.
- Oversee a structured, participatory environment.

*Essential Function: Administrative Duties*

- Maintain detailed, accurate reports of crew attendance/hours, initiate incident reports, report on work completed, and assist with other required paperwork. Inform Coordinator and TLT staff of important crew developments during formal/informal meetings and briefings.

**MINIMUM QUALIFICATIONS:**

- 18 – 25 years of age, not to turn 26 until after November 5, 2021.
- Be a New Mexico resident at least 6 months before hire.
- Be unemployed at the time of hire.
- Have a valid driver's license and reliable transportation.
- Be a US citizen or legal resident of the US or its territories.
- Experience working with youth ages 16 – 25, preferably in a leadership, mentoring, or instructional capacity.
- Ability to analyze projects with TLT staff, determine the capability of crew to accomplish work assignments and best work methods, appropriate tools, safety methods, and materials.
- Experience building a positive group dynamic and confidence in working with diverse and challenging populations.
- Careful attention to detail and ability to create accurate reporting.

**PHYSICAL AND ENVIRONMENTAL REQUIREMENTS:**

*In performing the essential functions of this position, the Crew Lead will be required to:*

- Lift or move up to 50 pounds occasionally and 10 to 20 pounds on a regular basis.
- Navigate and traverse uneven terrain.
- Receive detailed information through oral communication and convey important spoken instructions accurately and effectively.
- Work out of doors, subject to outside environmental conditions.

Reasonable accommodations will be made to enable individuals with disabilities to perform essential functions.

**TO APPLY:** Visit our website at <https://www.taoslandtrust.org> (under the “Get Involved” tab) or call 575-751-3138 to request application.

***The Taos Land Trust is an equal opportunity employer and does not discriminate against any individuals on the basis of race, color, gender, age, national origin, marital status, sexual identity, gender expression, or disability.***

***Taos Land Trust is a drug-free workplace.***