



Field Coordinator

The Utah Conservation Corps (UCC) is an AmeriCorps program dedicated to developing the conservation leaders of tomorrow through service and education while improving the quality of public lands through partnership projects.

Position Information

Term Dates:	January 29 – November 16, 2018
Location(s):	Positions available based in <u>Logan</u> , <u>Moab</u> , and <u>Cedar City</u> , UT. Frequent travel to project sites throughout the region.
Schedule:	Full-time commitment, hours & schedule vary. 40 hours per week Will include significant office or field time depending on the week.
Pay Rate:	\$12.00/hour

Position Description:

The UCC Field Coordinator is a full-time, 42-week position responsible for providing direct leadership and support to UCC field crews and working as part of the UCC field staff team to provide seasonal trainings and logistical coordination. The Field Coordinator is an integral member of UCC field operations, ensuring that UCC crews are adequately trained and prepared to perform high quality conservation service in a positive, safe, and productive environment.

The Field Coordinator is expected to provide leadership in support of UCC's overarching and crew-specific programmatic goals. Support of field crews and operations may include but will not be limited to: working with crews at their project sites, being in the field for up to 10 days in a row, assisting in training crew leaders and members, performing project site visits, managing logistics, maintaining tools and equipment, working in the field office, and assisting with crew member recruitment efforts.

This position involves frequent travel, camping, irregular hours, and a varying weekly schedule. The Field Coordinator must have strong leadership and communication skills, flexibility, capacity for self-direction, a passion for conservation work, and a desire to provide mentorship to emerging conservation leaders. The Field Coordinator works under the supervision of the Regional Coordinator.

The Utah Conservation Corps supports Field Coordinators in gaining advanced conservation corps leadership experience and attaining high level technical skills training during their term while interfacing with in-field operations and field office administration.

UCC Field Crew Program Overview

UCC operates three 12-week field seasons over the course of the year. The spring season is dedicated to development of Crew Leaders through formal training and project work, as well as preparing for our large summer and fall field seasons.

During our summer and fall field seasons Utah Conservation Corps mobilizes multiple 4-person field crews out of three field offices (Logan, Moab, and Cedar City) to address a diversity of conservation efforts on Utah public lands. Crew project work may include habitat restoration, re-vegetation, fence building, trail construction & maintenance, invasive plant removal, forest fuels reductions & other fire mitigation work, habitat surveying, and more.

Service performed by Utah Conservation Corps crews addresses program goals related to conservation of public lands and member development. UCC crews and project work may focus on specialized objectives. Recent examples of this specialized work include a bike crew (crew members use bikes as their only mode of transportation to/from project sites), and accessibility surveying in the National Forest sites (providing opportunities for people of all abilities to serve and recreate).

Responsibilities

1. Field Crew Leadership and Support

- Provides technical, logistical and administrative support to crews
- Provides crews with training, guidance and feedback in a structured environment
- Serves as a role model, resource, mediator and advisor for crews
- Completes written mid-term and final evaluations for Crew Leaders
- Conducts regular risk management audits in the field
- Maintains a positive and professional attitude at all times
- Communicate with project sponsors, as needed
- Monitors implementation of the educational field course in crews, ensuring that adequate time is set aside and all members participate
- Ensures compliance with UCC protocols, procedures and enforces policies
- Assists in taking weekly check in calls from crews in the field
- Assists and/or supervises the rig-up and de-rig of crews
- Serves as a temporary crew leader, as needed

2. Assists with seasonal crew training weeks and provides ongoing training in the field.

- Topics include a variety of hard and soft skills training:
 - Trail Maintenance & Construction
 - Proper Tool Use & Maintenance
 - Critical Incident Scenario
 - Outdoor Leadership Skills
 - Pre-Project Planning & Organization
 - Chainsaw Training & Certification
 - Conflict Resolution
 - Debriefs & Feedback

- Rig-Up/De-Rig Procedures
- Vehicle Inspections and Maintenance
- Herbicide; safety, use, and storage.
- Other
 - Outdoor Skills
 - Expedition Behavior
 - Leave No Trace
 - Food & Menu Planning
 - Map & Compass
 - Common Backcountry Medical Issues (blisters, dehydration, etc.)
 - Packing and Fitting a Backpack
 - Group Campsite: food storage, hygiene, water purification, stoves, dish washing system, etc.

3. Tool and Equipment Assistance

- Communicates tool and equipment needs to UCC field staff
- Assists in maintenance of hand tools, chain saws, brush cutters, micro blasters, camp equipment, etc.
- Assists in inventory of tools and equipment assigned to crews and projects

4. Recruitment

- Under the guidance of UCC field staff, assist with member recruiting

5. Other Duties as Assigned

This position may involve other duties and personal and professional development opportunities. A willingness to take on additional responsibilities and duties as they present themselves is an integral part of this position.

Qualifications

- Conservation corps or similar land management experience
 - Faller B chainsaw training and substantial experience using a chainsaw, preferred
 - Trail maintenance and construction experience, preferred
 - Wilderness First Responder, preferred
- Leadership experience in a team or crew-based setting
- Demonstrated leadership and communication skills
 - Teaching, training, and mentoring
 - Conflict management & resolution
 - Effective communication & interpersonal skills
 - High degree of maturity & professionalism
- Experience and demonstrated ability to self-direct, problem solve, be creative, organize, manage conflict, and be flexible in order to meet programmatic goals
- Alignment to UCC mission and values of **safety, service, community, inclusivity, positivity, and commitment**

Requirements

- Flexibility and desire to work in a dynamic environment
- Provide mentorship to Crew Leaders and Crew Members
- Ability to work an irregular schedule
- Ability and desire to work in a variety of weather conditions
- Ability to meet the demands of conservation project work, which will include using chainsaws, hand tools, and herbicide, working long hours, and lifting, bending, and digging for 12 hours/day
- Maturity and good attitude
- At least 21 years of age
- High School Diploma or GED
- Ability to undergo a National Criminal History Check

Benefits

- \$12.00 per hour
- Excellent Health Insurance option through Utah State University
- Conservation professional development and experience
- Training allowance for in-season training opportunities
- Working on a professional level with land management agency personnel

To Apply

Submit a cover letter, resume, and list of three professional references.

Email your application to Chris Brothersen, chris.brothersen@usu.edu. Include "UCC Field Coordinator Application" in the subject line. List the field office (Cedar City, Moab, or Logan) you are applying for in the body of the email. If you are applying for multiple field offices, you must rank your field office interest. Positions open until filled.

UCC's Mission

"Utah Conservation Corps develops the conservation leaders of tomorrow through service and education."

UCC's Values & Culture Statement

"Utah Conservation Corps is committed to an inclusive culture of community service in a safe and positive environment."

UCC's Zero Tolerance Policies

The following behaviors may result in immediate termination:

1. Engage in any activity that is illegal under local, state, or federal law, including possession or use of illegal drugs
2. Engage in activities that pose a significant safety risk to others or physically or emotionally damage members of the program or community
3. Possess or consume alcoholic beverages during the performance of service activities or while living and working at the UCC project site, camp site, or in UCC vehicles
4. Be under the influence of alcohol or illegal drugs during the performance of service activities
5. Fail to notify the UCC of a criminal arrest or conviction during the term of service