



## **AmeriCorps Position Description**

**Position Title:** Field Team Leader (14 Positions)

**Project Sponsor:** Northwest Service Academy-MAC Mt Adams Center <http://mtadamscenter.org/> and [www.northwestserviceacademy.org](http://www.northwestserviceacademy.org)

**NWSA Mission:** This position is in partnership with the Northwest Service Academy (NWSA), an AmeriCorps program of ESD112. NWSA's mission is to preserve and restore the natural environment, and to develop community leaders through service and community partnerships. [www.northwestserviceacademy.org](http://www.northwestserviceacademy.org)

**Project Location:** 2453 HWY 141, Trout Lake, WA 98650

**Position Summary:** The Field Team Leader position is often described as the hardest job you will ever love. It requires the ability to work well with people, the aptitude to learn and teach new skills and the willingness to put the needs of the group ahead of your own. The Mt. Adams Center (MAC) employs a co-leader model with 2 leaders on every 6-person team. Leaders are responsible for creating a strong and collaborative team that can complete projects in a safe and efficient manner.

Leaders must be able to communicate well and be capable of creating respectful relationships with peers. Given that teams live and work together for the duration of the season, Leaders must also be able to uphold the standards of the program at all times and separate their personal lives from the professional.

This position is an opportunity for personal and professional growth. The initial 3 months of the program is dedicated to training and preparation for the main project season (Jun-Oct). Leaders participate in trainings on Wilderness Advanced First Aid, defensive driving, outdoor living skills, team management and professional communication. 6 weeks of the training will be spent in California gaining trail construction and maintenance skills. By the end of training, Leaders will be assigned a partner and a project site for the season. The next 6 months of service include member training, implementing projects and providing oversight. During this period the teams will operate independently from the MAC.

**Team Summary:** Mt. Adams field teams are composed of four members and two Team Leaders. Teams will be engaged primarily in trail restoration and construction projects but may also participate in additional projects which may include campground maintenance, native habitat restoration and forest fuel reduction. Teams work and travel throughout Washington, Oregon and California over the course of their term. Successful leaders enter the program with an open mind and eagerness to learn. Below are examples of field teams (all teams are subject to change for the 2010 season):

The Pacific Crest Trail Team works from northern California to northern Washington doing trail work exclusively on the PCT. Throughout the season, the team hosts volunteers and work with them on the trail.

The Mt. Hood Team works in the Zig Zag Ranger District of the Mt. Hood National Forest. The team lives in a historic Forest Service cabin and works on a variety of trails in a front country setting.

The Gifford Pinchot (GP) Team splits its time working on the Pacific Crest Trail and its feeder trails in both the Mt Adams District and the Cowlitz District of the Gifford Pinchot National Forest.

**Residential Summary:** Teams are either based out of the Mt. Adams Center in Trout Lake, Washington or at other satellite locations. Satellite teams will spend the majority of their term away from the Mt Adams Center, either camping at project sites for weeks at a time or living in housing located near their project site for the entire term. These teams may stay at the Mt Adams Center intermittently during training days or between projects. All team members assist with

**AN EQUAL OPPORTUNITY EMPLOYER**

residential chores such as meal preparation, cleaning and recycling, both at the center and at camping sites.

### **General Responsibilities** (to include, but not limited to):

1. Provide leadership and direction while serving alongside team members on projects.
2. Serve as a vital communication link between the Mt. Adams Center staff, project sponsors and field team members.
3. Troubleshoot logistical and personnel challenges with the support of the Mt. Adams Center staff.
4. Coordinate project and spike camp logistics with the support of the Mt. Adams Center staff.
5. Organize project related paperwork, including time sheets, project reports and receipts.
6. Encourage and empower team members' personal and professional growth through their service and member development activities.
7. Communicate program policies and procedures to members as needed and assist with program evaluation and development.
8. Facilitate and participate in regular meetings and trainings with team members and Mt. Adams Center staff.
9. Promote a sense of community, collaboration and cohesion among team members.
10. Develop, participate in, and motivate a diverse, hardworking team.
11. Assist in the planning and coordination of Mt. Adams Center events and service days.
12. Analyze projects and train members in appropriate safety practices.
13. Assist with residential chores such as meal preparation, cleaning and recycling, both at the center and at camping sites.
14. Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
15. Attend and complete all NWSA/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
16. Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
17. Wear an NWSA uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

### **Position Requirements:**

1. Capable of handling physical nature of the projects, from lifting up to 50 pounds to working on your feet outdoors in rugged terrain for 8+ hours a day.
2. Capable of safely driving a four-wheel drive vehicle.
3. Ability to work, communicate and interact well with people of various populations in a positive professional manner.
4. Open minded and eager to learn and teach a wide array of skills and procedures.
5. Participate in all aspects of the residential program, including living at the established site(s), completing household chores and helping create a positive, healthy living environment.
6. 21 years of age or older, at beginning of service term.
7. U.S. citizen, national or lawful permanent resident.
8. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
9. Ability to commit to the full term of service for which they are applying.
10. Must successfully pass a fingerprint criminal history background check provided through NWSA and/or Project Sponsor Agency.
11. Regular and reliable attendance.
12. Have not previously served two terms in an AmeriCorps\*State or National program. Members may serve up to three terms in a National Service Program, but only two terms may be within an AmeriCorps\*State or National program. Members are only eligible for an education award for their first two terms of service, regardless of the type of term (full or part-time) and regardless of the successful completion of that term.

### **Preferred Qualifications:**

1. Valid driver's license, with a clean driving record.
2. Demonstrated leadership ability.
3. Evidence of successful experience with similar programs and/or job functions. These may include: working with groups of youth or adults, facilitating programs of outdoor education, recreation, experiential learning, volunteer service or environmental issues.
4. Demonstrated ability to work with diverse groups of people.
5. Desire to gain outdoor recreation and leadership skills.
6. Highly motivated self starter.
7. Personal/professional experience in backcountry wilderness travel.

### **Member Benefits Include:**

1. A total taxable living allowance of \$11,400 (\$1,140 per month March 15 - December 15). Please note: each month a program fee of \$476.00 is deducted from this amount to cover food, training and Natural History Service Training before deduction of taxes and monthly program fee. Please note: each month a program fee of \$476.00 is deducted from this amount to cover food, training and field trip expense.
2. Upon successful completion of a term of service, eligible members/leaders receive an education award of \$4,725. The education award can be used to repay qualified student loans, for further education in an accredited institution

- of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
3. Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
  4. Basic medical insurance (covers members only, not dependents; vision and dental not included).
  5. Child care allowance for those who qualify.
  6. Residential living accommodations are provided for this position, which may include bunkhouses, Forest Service housing, and front and backcountry campsites.
  7. Wilderness Advanced First Aid Certification.
  8. Chain saw Certification (class A and B).
  9. Pro-deals on outdoor gear.

### **Transportation Information:**

1. Organizational vehicle is available for service activities.
2. Personal vehicle is recommended.

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**Application Deadline:** On-going until filled.

**Interviews:** On-going until filled.

**Service Dates:** February 22, 2010 - November 22, 2010

**NWSA Center:** Mt. Adams Center

**Type of position:** Field Team Leader-MAC

**Length of Term:** 1700 hours

### **How to apply:**

**Step 1** - Complete your application in one of the following two ways:

**\*PREFERRED\*** Online at the AmeriCorps website **AmeriCorps Application** [www.americorps.gov/Default.asp](http://www.americorps.gov/Default.asp)

-If you do not already have a username and password, you must **Create A Profile**

<https://my.americorps.gov/mp/login.do>

-Once you have logged in, create an application by clicking "Applications" under the "My AmeriCorps" menu.

-To apply to this specific position, click "Search Listings" under the "My AmeriCorps" menu and search for program name **Northwest Service Academy-MAC**.

-Select the position listing and click "Apply Now" at the bottom of the page.

-Visit <http://nwserviceacademy.org/apply.cfm> to print, sign and date the **Certification Form**. This document must be mailed to our office.

### **OR**

Download application materials from the **How to Apply** <http://nwserviceacademy.org/apply.cfm> page of our website and submit them to Amanda Green:

- **Application** - Complete the NWSA AmeriCorps Application and submit it via email (preferable), mail, or fax.

- **Three Written References** - Have your recommenders fill out the NWSA Reference Form and send it directly to NWSA. References may be submitted by email (preferable), mail, or fax.

- **Certification Form** - Print out, sign and date the Certification Form. This document must be mailed to our office.

**Step 2** - Send resume, cover letter, and answers to these questions to Amanda Green at [mac@esd112.org](mailto:mac@esd112.org):

a. Briefly describe your experience supervising, leading and teaching others.

b. Briefly describe a problem you encountered during your prior service experience and how you addressed the situation.

**Questions?** Contact Amanda Green at [mac@esd112.org](mailto:mac@esd112.org) or 509-395-3465.