



# JOB ANNOUNCEMENT

February 3, 2020

## **SEEKING TALENTED TRAIL WORK LEADERS**

The Pacific Crest Trail Association, headquartered in Sacramento, California is dedicated to protecting, preserving and promoting the Pacific Crest National Scenic Trail. The following staff position is currently open:

### **Trail Crew Leader - One position to be filled Week of July 6 to week of October 5 in Southern Oregon**

Lead volunteer-based trail crew programs and support Corps Crew programs on the spectacular Pacific Crest National Scenic Trail. This is a great career-building opportunity for rising professionals.

In this position, you will have the opportunity to:

- Work with and supervise volunteer trail crews while teaching trail maintenance skills
- Support corps crews
- Coordinate and oversee projects on the Pacific Crest Trail
- Spend time outdoors and on the trail

This is a full-time seasonal staff position working on trail projects. Weekly compensation will average between \$600-\$800. Vehicle restricted to work-related travel will be provided.

We are seeking applicants with:

- Minimum of two years of relevant professional experience or five years of substantial volunteer experience
- Experience in training, managing, and leading volunteer trail crews
- Extensive knowledge of safety protocols
- Trail design, construction, and maintenance skills
- Familiarity with menu planning and cooking for groups in backcountry settings
- Backcountry living and Leave No Trace skills
- Excellent organizational skills
- Ability and willingness to travel on the PCT in remote, backcountry locations, requiring several days of backcountry travel and living
- Ability to physically perform trail work
- Excellent written and verbal communications skills
- Ability to work independently and with a team
- Good interpersonal and relationship-building skills
- Experience working with land management agency partners
- Wilderness first aid and CPR certifications
- Crosscut and/or chain saw certification of U.S. Forest Service B – Bucking level or higher

Position is open until filled. Please e-mail resume, three references, and a letter of interest detailing applicable qualifications to Hiring Team at [hr@pcta.org](mailto:hr@pcta.org) with the subject "Crew Leader - Oregon." All attachments must include applicant's last name on the file name. Additional information on this position and Pacific Crest Trail Association are online at [www.pcta.org](http://www.pcta.org). For questions, contact Ian Nelson at 541-778-3252.

*Pacific Crest Trail Association is an Equal Opportunity Provider.*



Revision Date: February 1, 2019

**Job Title:** Trail Crew Leader  
**Supervisor:** Regional Representative  
**F.L.S.A.:** Non-exempt

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**Summary** – Full-time seasonal employee leads volunteer trail crews, overseeing trail maintenance and reconstruction projects on the ground in a variety of locations along the PCT. Projects lengths vary from one-day to one-week with up to 12 volunteers typically working in remote settings. Projects locations are spread out geographically and will vary in complexity.

This position requires excellent trail maintenance, rehabilitation and construction skills, and the ability to communicate with, organize, and teach a variety of people. A flexible mindset is important to this position.

**Essential job functions and tasks are:**

- Oversee trail projects in the backcountry or frontcountry
- Coordinate project logistics with PCTA Regional Representative and agency partners such as the U.S. Forest Service, Park Service, or Bureau of Land Management
- Prepare project work for the crew
- Manage base camp and trail project logistics including coordination
- Train and supervise volunteers in trail maintenance, rehabilitation, and construction skills
- Ensure all work meets PCTA and agency standards while adhering to all safety and environmental protocols
- Create a crew environment conducive to positive volunteer morale and satisfaction
- Maintain tools and crew gear
- Work with PCTA volunteer programs staff to recruit volunteers and perform outreach
- Prepare emergency communication plans and complete project reports

**Potential job functions and tasks, depending on location and program:**

- Plan menus and buy food for up to 12 people
- Oversee base camp chore rotation
- Coordinate with and organize crew supplies into loads for transport by volunteer animal packers

**Education and Training:**

- High school diploma
- College experience preferred

**Experience and Qualifications:**

- Minimum of two years of relevant professional experience or five years of substantial volunteer experience
- Experience in training, managing, and leading trail crews



## **Trail Crew Leader, continued**

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- Trail design, construction, and maintenance skills
- Familiarity with menu planning and cooking for groups in backcountry settings
- Backcountry living and Leave No Trace skills
- Excellent organizational skills
- Ability and willingness to travel on the PCT in remote, backcountry locations, requiring several days of backcountry travel and living
- Proven experience in working with volunteers
- Ability to physically perform trail work
- Excellent written and verbal communications skills
- Ability to work independently and with a team
- Good interpersonal and relationship-building skills
- Wilderness first aid and CPR certifications
- Certification in chain saw and/or crosscut saw operation

### **Desirable**

- Additional professional or volunteer experience in areas relating to the position
- Certification and/or proficiency in other skills such as advanced wilderness medical training, winch use and rigging, stock packing, etc.
- Experience working with youth in trail or environmental work, environmental education, backcountry travel or service learning
- Experience in adult training or education

### **Physical Requirements:**

- Must be able to hike and camp in the backcountry for up to several days at a time at various elevations
- Must be able to perform physical trail maintenance tasks alongside volunteers using a variety of trail tools

### **Typical Working Conditions:**

The Trail Crew Leader works under the direct supervision of the Regional Representative in the project area. He or she is expected to communicate regularly on work projects. Regular backcountry travel and living is expected, as is an irregular work schedule that will include weekend work. Dependable personal transportation is required; mileage is reimbursed.

### **Equipment Used:**

- Hand tools such as Pulaskis, McLeods, pick mattocks, rock bars, sledge hammers, shovels, and crosscut saws
- Advanced tools such as chain saws, brush saws, pionjars, boulder busters, and grip hoist systems may be used
- Computer for email, forms, and reports
- Mobile phone, radio, and satellite communication device

### **Disclaimer**



**Pacific Crest Trail  
Association**

**Trail Crew Leader, continued**

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The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Employee Acceptance \_\_\_\_\_

Date \_\_\_\_\_