



## **Position Announcement: Crew Leader**

Heart of Oregon Corps is hiring for a qualified Crew Leader with motivation, professionalism, talent, and passion for empowering and inspiring positive change in the lives of young people. Heart of Oregon Corps is a large regional non-profit that operates 6 youth training programs. At Heart of Oregon Corps, 16-24 year old local young people with barriers to success improve their own lives while gaining job skills on projects that improve the community. You can learn more about our work by visiting [www.heartoforegon.org](http://www.heartoforegon.org).

This crew leader position will be working with our Stewardship and AmeriCorps crews. Field projects for the Stewardship program are primarily maintenance duties with Deschutes County Landfill sites, which includes directing and completing litter pick-up, pressure washing, sorting recycling, fence repair, driving trailers, and other labor-intensive tasks. Other occasional projects range from brush cutting, light landscaping, weed control, fuels reduction, trail construction/maintenance, fencing, and firewood processing and delivery.

We're looking for a crew leader who can coordinate and implement a variety of field-based projects using standard industry equipment and methods. This crew leader is also responsible for training, supervising, and coaching young adults from a wide variety of backgrounds, while completing hands-on, labor-intensive projects to a high standard of quality.

This position supervises a crew of 5-8 crew members at a project site. Projects are outdoors and the crew operates year-round in all weather conditions. Crew leaders must balance operating a safe job site, training of job skills, and coaching the young adults to develop good work habits and persist through personal challenges towards their long-term goals. The crew leader must also have a sincere desire to assist young adults to succeed and develop self-confidence and team-building skills. Patience, positivity, and empathy will be valued traits for a successful crew leader. Crew leaders must be extremely reliable and enforce HOC's comprehensive COVID-19 Safety Protocols.

The year-round position is located in Bend and Prineville, Oregon (as assigned) with project sites located throughout Central Oregon. The crew leader is responsible for safely transporting the crew on a daily basis to and from project sites. A current driver's license and a good driving record is required. Driver must be comfortable towing and backing utility and dump trailers. The position is supervised by the Program Director.

The ideal candidate will have a minimum of 2 years of demonstrated work experience in related labor tasks, with experience supervising employees, volunteers, or students. Top candidates will have a strong investment in youth development and be capable of training in non-traditional learning environments. Minimum education required is a high school diploma/GED equivalent (Bachelor's degree preferred). Must be able to operate a vehicle, operate tools and equipment, work in extreme temperatures and on unstable ground, and lift up to 50 pounds frequently. Safety and first aid certifications (OSHA-10, Job Hazard Analysis, CPR/First Aid etc) are preferred.

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Starting wage for the position is \$18.25 per hour (firm). This is a full-time, year-round, hourly staff position, with employee health, dental and vision benefits paid 100% by the employer, 9 paid holidays, and 80 hours paid vacation and 40 hours paid sick time/year.

**If you are interested, please submit the following to Patrick Orr, Program Director:**

- HOC Employment Application (<http://hearttoforegon.org/who-we-are/careers.html>)
- Cover Letter (in an email is acceptable)
- Resume

Send to: Heart of Oregon Corps

PO Box 279, Bend OR 97709

-or-

Email [hr@hearttoforegon.org](mailto:hr@hearttoforegon.org)

-or-

541-306-3703 (fax)

Candidates will be selected on a rolling basis. Final candidates will need to complete an interview, additional paperwork, provide references, and complete a post-offer background check, drug screening, and DMV check. We are an Equal Opportunity Employer, women and minority candidates are encouraged to apply!

**Submit application packages by January 31<sup>st</sup> for full consideration.**

Applicants will receive a confirmation of receipt and interviews will begin on a rolling basis through early February. Our goal is for the position to start in February, but it will remain open until filled.

All applicants will be contacted regarding the results by the end of the process. We strive to respect the time and effort required to apply and provide updates and information along the way. Online questions are welcomed and can be directed to [hr@hearttoforegon.org](mailto:hr@hearttoforegon.org). Thank you for your interest and good luck!