



Position Announcement:

Crew Leader (On-Call & Seasonal)

We are seeking Crew Leaders with flexible schedules to provide intermittent on-call coverage for full-time Crew Leaders or provide temporary full-time support to meet the variation in seasonal project demand. This position supervises and works alongside a youth work crew of 5-8 crew members at outdoor project sites.

Top candidates will be available for full day coverage (10 or 8-hour shifts as scheduled), sometimes with little notice. Based on individual availability, schedules may consist of only a few days a month or for the entire duration of the spring/summer season. For on-call Crew Leaders, average monthly days are estimated to be approximately 5-10, though no minimum is guaranteed and more may be scheduled.

The Crew Leader will primarily be tasked with leading crews from our Stewardship program, at Deschutes County Landfill sites - directing and completing litter pick-up, pressure washing, recycling, sorting, weed control and fence repair, driving trailers, and other labor-intensive tasks. The Crew Leader may also lead projects with our AmeriCorps program or COYCC programs, ranging from fire fuels reduction, trail/recreation maintenance, light landscaping, weed control, and fencing. Crew Leaders are responsible for leading a variety of field-based projects using standard industry equipment and methods. The Crew Leader will ensure the safety, productivity, and cohesion of Heart of Oregon Corps youth crews. Crew leaders must follow and enforce HOC's comprehensive COVID-19 Safety Protocols.

A Crew Leader must successfully balance operating a productive, safe work site, the training of job skills to new workers, 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. Crew Leaders must also role model HOC's values and ensure their crew is inclusive and safe for all.

The position is primarily located in Bend, Oregon. Occasional assignments may include other locations in Central Oregon (Prineville, Redmond, Sisters, or Madras). The Crew Leader is responsible for safely transporting the crew on a daily basis to and from project sites, located throughout Central Oregon. A current driver's license and a good driving record is required. Driver must be comfortable towing and backing utility and dump trailers.

The ideal candidate will have a minimum of 1 year of demonstrated work experience in related field work (completing hands-on projects), and 1 year of experience supervising or leading teams of workers in the field. Minimum education required is a high school diploma/GED equivalent. Must be able to operate a vehicle, operate tools and equipment, work in extreme temperature 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), as well as chainsaw certifications and training, are preferred.

Starting wage is \$17.00/hour, firm. This is a temporary, part-time, hourly staff position.

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If you are interested, please submit the following:

- HOC Employment Application (<http://heartoforegon.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@heartoforegon.org

-or-

541-306-3703 (fax)

Final candidates will need to complete an interview, additional paperwork, provide references, and complete a post-offer background check and drug screening. Offer is contingent upon proof of vaccination against the COVID-19 virus or willingness to obtain vaccination upon hire. For questions related to Heart of Oregon's vaccine mandate, please speak with the hiring manager. Valid driving license and insurable driving record required for occasional business driving, drivers must complete a DMV check. We are an Equal Opportunity Employer, women and minority candidates are encouraged to apply.

Position open until filled-if position is still listed, we still want to hear from you. We may hire more than one candidate.