Position Description

Position: High Desert Conservation Corps - AmeriCorps Land Stewardship Trainer (LST)

Immediate Supervisor: Brooke Guess – Program Coordinator

Service Location: Bend, OR and Prineville, OR as assigned. Project locations throughout Central Oregon.

How to Apply: Please submit your resume and cover letter to Program Coordinator, Brooke Guess at brooke.guess@heartoforegon.org

Organization Summary: Heart of Oregon Corps' mission is to inspire and empower positive change in the lives of young people through jobs, education, and stewardship. We aim to improve economic and social vitality while increasing pathways out of poverty. We are training tomorrow's workforce today.

Crews of 7-8 local young people, a Land Stewardship Trainer, and a staff Crew Leader serve mostly outdoors on natural resource conservation projects. Crews consist of opportunity youth ages 17-24. Crews complete a wide range of conservation projects, such as fire fuels reduction, fencing (enclosure/inclosure), habitat restoration, invasive species management, and hiking/biking trail maintenance, among others. Project partners include the Deschutes and Ochoco US Forest Service, Prineville BLM District, and Bend Parks & Rec, among many others.

Position Summary: This position is a 46 weeks, 1700-hour, full-time (40 hours/week), nonresidential service position that has a leadership, but not supervisory role on the crew. The position serves outside on public lands. The position is ideal for people with previous conservation corps experience or those with natural resources, outdoor leadership, and or environmental education backgrounds/degrees.

The Land Stewardship Trainer position will provide training and support alongside AmeriCorps Service Members while also completing environmental stewardship service. This includes: developing and implementing in-field training opportunities, environmental education, field logistics support, and project partner satisfaction tracking. This position will have a special emphasis in natural resources career development, helping Members learn and practice technical field skills, encouraging a safe service environment, and providing positive mentorship.

Primary Responsibilities:

- Serve alongside AmeriCorps Members on environmental stewardship projects.
- Support and mentor AmeriCorps Members during their term of service.
- Deliver field and classroom-based stewardship and environmental education and natural resources skills lessons.
- Transport Members and/or volunteers as necessary.
- Help plan and implement skills clinics and service learning opportunities.
- Plan, pack-out, attend, and de-rig camping trips during camping season.
- Help with errands/field logistics and seasonal camp prep, as necessary.
- Coordinate with program staff on certificates and essential employability training opportunities for HOC program participants.

- Outreach and coordination with HOC partners to provide natural resource education, career exploration, and volunteer opportunities for HOC program participants.
- Assist/deliver Member skills and improvement evaluations (field and classroom).
- Assist with AmeriCorps Member orientation.
- Support Crew Leaders in the collection and recording of data associated with program measures (Sponsor Surveys/Environmental PM data collection).
- Assist in the delivery of other program services as assigned to the extent that it is not in conflict with the primary position responsibilities or any AmeriCorps provision including AmeriCorps prohibited activities.

Secondary Responsibilities:

- Help maintain a clean work environment around the entire office and program facilities.
- Support upkeep of facilities and tools.
- Conduct routine vehicle checks with Members.
- Help with HOC events.

Benefits:

- A maximum taxable $23,000 (pre-tax) living allowance dispersed bi-weekly over 46 weeks ($1000 bi-weekly)
- Health and Childcare benefits available as eligible
- Paid Federal holidays, sick time, and vacation days
- Student loan forbearance (for qualifying federal student loans)
- $6,495 education award granted upon successful completion of the program
- Potential professional development and training opportunities including: career planning, public land stewardship, & youth development. Possible certifications may include but are not limited to: CPR & First Aid, Chainsaw S212, Crosscut Saw, Oregon Directly Supervised Herbicide Applicator, and/or Wilderness First Aid
- Opportunity to live, travel, and serve in beautiful Central Oregon

Physical Requirements:

- Lifting heavy (up to 60 lbs) objects for long periods of time (several hours).
- Ability to work in all-weather conditions, including extreme heat, cold, and rain.
- Performing duties in inclement weather on steep terrain.
- Standing, walking, bending, hiking/carrying a 50 lb. backpack for long hours.
- Ability to drive 10 passenger vans and 4WD vehicles.
- Ability to pull and back trailers safely (or ability to learn).
- Use a variety of hand and power tools while in the field.
- Sitting for prolonged periods. Ability to concentrate on reading and writing tasks for extended periods.
- Ability to see, talk, and hear - must use visual and auditory senses to anticipate or detect safety concerns.
- Ability to perform above mentioned physical requirements with reasonable accommodations.

Minimum Qualifications:

- 21 and over highly preferred for driving qualifications (will consider 19 years old and up with previous corps experience).
- Available for entire duration of term.
- Successfully complete state criminal background check, NSOPW check, and FBI fingerprint check (if appropriate) to AmeriCorps and HOC policies. Any individual listed on a sex offender registry, convicted of murder, or anyone who refuses to undergo a criminal history check is ineligible to serve.

- Must be a United States Citizen, United States National or Lawful Permanent Resident Alien of the United States and provide document as proof.
- Provide Social Security Card to verify SSN.
- Have a High School Diploma/GED or agree to achieve a diploma or GED before using the award.
- Ability to appropriately represent the Heart of Oregon Corps and the AmeriCorps Program.

Statement on Supplementation, Duplication or Displacement of Staff:

This position does not duplicate the work of previous or existing employees or volunteers, supplant the hiring of workers, or include service or duties that have been performed or were performed by a current employee, an employee who recently resigned or was discharged, an employee subject to a reduction in workforce, or an employee who is on leave.

Statement on Inclusion and Accommodations:

HOC is an equal opportunity employer. We do not discriminate in making employment decisions or policies in violation of law on the basis of any legally protected status. What a legally protected status generally means is a person's race, color, national origin, religion, sex, sexual orientation, gender identity, age, marital status, family relationship, source of income, disability, veteran status, future or current military status, or other protected status. Our non-discrimination policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, reduction in force, transfer, leave of absence, compensation, and training. We comply with all applicable federal, state and local laws that prohibit discrimination in employment.

Heart of Oregon Corps is committed to working with and supporting diverse corps members. As part of this commitment, we will work closely to provide reasonable accommodation to the known mental or physical disabilities of our members. If you believe that you need an accommodation to complete the essential functions of your position, please let us know as soon as possible so we can support you.