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Field Trail Builder

The New York-New Jersey Trail Conference is seeking an experienced trail builder to help lead and coordinate our Conservation Corps trail crews and projects. This position will provide technical expertise, project management, training, and support to AmeriCorps trail crews as well as volunteers and agency partners. They will provide guidance on trail layout, design, assessment, and on-the-ground solutions. The position will report to the Senior Trail Builder and work closely with Trail Conference staff and volunteers as well as numerous partner agencies and contracted clients.

The Trail Conference Conservation Corps recruits, trains, and deploys AmeriCorps members to work alongside volunteers in the construction and maintenance of award-winning trails throughout Northern New Jersey and New York's Hudson Valley. The right candidate is an accomplished trail builder who can function as both a trainer and manager to multiple field crews, facilitating the progress and completion of multiple projects at once. The candidate must be committed to building quality sustainable trails as well as crews through training, mentoring, and ongoing support.

Responsibilities:

Crew Management

- Supervise and manage as many as 3 Conservation Corps trail crews in the field May through October each year to provide productive, educational, and rewarding experiences for individual members as well as ensure well-functioning group dynamics.
- Instruct and oversee crews in daily construction tasks, and work with Crew Leaders to accurately communicate project priorities and needs in your absence.
- Manage trail crew schedules; review and approve time and mileage for Corps members and leaders
- Assist in the recruitment, screening, and selection of up to 24 Corps members to serve as crew members and leaders.

Project Management

- Assist in planning and directly oversee implementation of trail projects in collaboration with the Senior Trail Builder, agency partners, lead volunteers, and staff. Develop scopes of work, work plans, and schedules.
- Track projects along with crew leaders via photo documentation and monthly/annual reports, and serve as primary liaison with project agency partners.
- Develop and implement risk management plans for all projects and be on call during the trail construction seasons for technical and urgent situations as well as logistical needs.
- Maintain, inventory, and purchase tools, materials, and supplies needed for crews and volunteers to complete trail projects.

Education

Work closely with the Senior Trail Builder and partners to develop, improve, and implement a comprehensive trail skills training program. Candidates should be knowledgeable and comfortable with teaching skills such as trail layout, construction, stonework, rigging, tool/equipment use and safety, wetland construction, and other necessary skills.

Volunteer Oversight and Workshops

Train and assist crews in leading episodic volunteer workdays, as well as hosting on-site educational workshops on a variety of topics to increase the Trail Conference's trail building capacity by creating more skilled, experienced volunteer trail builders.

Other Tasks

- Serve as an on-staff technical trail building expert to aid volunteer leaders and agency partners with trail assessment and project planning.
- Assist the Senior Trail Builder in various program management tasks as needed.
- Participate in other Trail Conference meetings and functions as needed.

Qualifications

- Three field seasons of trail experience with comprehensive knowledge and understanding of trail construction, maintenance, and safety best practices. Experience in layout and construction of multi-use trails preferred.
- Significant experience leading and managing trail crews.
- Demonstrated ability to train trail crews and volunteers in trail work techniques, practices and standards, tool use, safety, and teamwork, and assisting with crew members' personal and professional development throughout their terms of service.
- Experience working with a wide variety of volunteers, field staff, agency personnel, contractors, recreational users, and other stakeholders to accomplish trail projects.
- Skills in safe use, operation, and maintenance of a wide variety of hand and power tools, as well as other mechanical equipment. Must have expertise with rigging equipment, setting up and supervising highline operations, and technical rockwork including stone stairs, retaining walls, and stone splitting and shaping.
- Demonstrated ability to work independently with minimal supervision while maintaining effective communications with the rest of the team.
- Ability to regularly carry 50 pounds in mountain terrain and work under physically demanding conditions, including cold and wet weather.
- Experience using Windows, Word, PowerPoint, and Excel or equivalents.
- Must have a valid driver's license with an insurable driving record, and reliable personal transportation.
- Wilderness First Aid (or higher) and CPR training (training can be provided for the right candidate).

Based in Mahwah, New Jersey, this is a full-time, permanent position beginning as soon as 11/1/2021. It offers competitive compensation, benefits, and substantial potential for professional growth.

Application

To apply, please submit the following items via email attachments (start all attachment file names with your last name) to jobs@nynjtc.org, subject line: Field Trail Builder: "Your Last Name" All application materials will be kept confidential.

1. A professional resume.
2. A cover letter addressing your interest and qualifications.
3. Contact information for three references.
4. Be able/willing to participate in a local field test.

This position is available until filled. Candidate interviews will begin immediately and continue until an offer is made. No calls, please. Check www.nynjtc.org/job-openings to determine if the position is filled.

The New York-New Jersey Trail Conference provides equal opportunities to all employees and applicants for employment without regard to race, religion, color, age, sex, national origin, sexual orientation, gender identity, genetic disposition, neurodiversity, disability, veteran status, or any other protected category under federal, state and local law. We pledge to uphold equality in our hiring and employment practices and to create an environment where everyone, from any background, can do their best work.