

**Title:** Field Supervisor

**Reports to:** Fire and Fuels Coordinator

**Starting Salary:** \$760 weekly

**Location:** Based out of Chattanooga, TN

**Estimated Start:** January 2, 2023

**Estimated Position Duration:** 36 weeks

**Status:** Full-time, Seasonal, exempt

**Benefit Eligible:** Health benefit eligible, Paid Time Off, Professional Development Opportunities, and more

**Southeast Conservation Corps:**

*Engaging future leaders who protect, restore, and enhance our nation's lands through community-based service.*

Southeast Conservation Corps (SECC), a program of Conservation Legacy, is a non-profit, AmeriCorps-affiliated organization. SECC selects young adults, ages 18-30, to complete conservation work projects on public lands throughout the Southeast. SECC programs encourage environmental stewardship, foster community partnerships, and emphasize experiential learning. SECC serves a diverse population that is representative of the Southeast, including youth, graduates, veterans, and a cross-section of ethnicities and income levels. SECC is also an active member of the AmeriCorps Disaster Response Team (A-DRT), and as such, selected crews may be deployed on Disaster response projects for up to 30 days.

SECC works with a variety of land management agencies in Tennessee and throughout the Southeast region, such as the United States Forest Service, National Park Service, State Parks, and conservation-based non-profits. Projects vary but include trail construction and maintenance, ecosystem restoration, habitat restoration, fire fuels reduction, fencing on public lands, invasive weed removal, herbicide applications, and many others. The project work is manual labor based and most projects require a hike into and out of the project site daily carrying tools and a day pack.

**Position Summary:**

The Field Supervisor's primary role is to provide leadership, technical, and logistical field support to all SECC conservation crews. The position requires a significant field presence to assist crews with project needs, program logistics, and planning, as well as facilitating field training. Most of the Field Supervisor position will be spent in the field which will include camping overnight and driving to multiple work sites across the Southeast region, including, but not limited to, TN, GA, KY, MS, FL, and SC. Field time will consist of day crew visits in close proximity to the SECC office and overnight visits to camping crews. Overnight visits may be inclusive of weekend travel. The schedule will be highly variable for this position and is based on dynamic organizational needs. This individual will be expected to work as a member of a team and independently.

## **Essential Responsibilities and Functions:**

### **Field Support**

- Maintain a consistent staff presence in the field, including frequent overnight stays to assist in managing on-the-ground project quality and quantity
- Facilitate rig-up and de-rig events and procedures as needed
- Serve as technical expert and advisor on projects as needed, aligning project details with partner/agency standards and specifications
- Maintain strong working relationships with a diverse array of land managers including pre-site visits as needed
- Enforce and exemplify all SECC, Conservation Legacy, and agency policies and procedures while in the field and at office/shop
- Assist in the planning and implementation of Crew Leader and Crew Member trainings
- Serve as substitute on crews as needed
- Support, coach, mentor and supervise members and leaders in both technical and interpersonal work
- Facilitate behavior improvement and disciplinary procedures as needed

### **Shop and Vehicle Support**

- Assist in Maintaining SECC shop space to operate efficiently, including tracking and repairing hand and power tools.
- Assist in tracking, maintaining, and purchasing tools and field equipment.
- Assist in the management and maintenance of SECC's vehicle and trailer fleet.
- Assist Field Operations Staff in tracking established annual budget for field-related resources.
- Assist with food purchasing for crews when needed.
- Assist with other general duties as needed or assigned by supervisor.

### **Staff Support:**

- Collaborate with the SECC Program Operations Team to train, mentor, and supervise a broad scope of corps members and crew leaders across SECC programs
- Assist SECC staff in identifying and developing an internal talent pool for future leadership positions inside and outside of SECC
- Assist SECC Program Operations Team in the implementation of crew leader and corps member trainings including technical work, protocols, leadership, and facilitation skills
- Be a role model and mentor throughout training and field seasons
- Work with other SECC staff on pressing projects as needed
- Collaborate with other program staff to ensure proper resources are provided to crews in the field
- Learn SECC's Emergency Phone systems and take part in "on-call" responses as needed

### **Physical Requirements:**

Regular overnight travel and non-traditional work hours, inclusive of weekend and evening hours. To successfully perform essential functions the Field Supervisor is required to sit, stand, walk, speak and hear. The Field Supervisor may be required to climb, balance, stoop, kneel, crouch or crawl on an infrequent basis. He/she/they must be able to operate office equipment, telephone, and computer and reach with hands and arms. The Field Supervisor may be required to lift up to 50 pounds unassisted. The ability to drive an organizational vehicle is also required. Reasonable accommodations may be made for qualified individuals with disabilities to perform the essential functions.

### **Minimum Qualifications:**

- Minimum of 2 years of experience supervising crews and facilitating the completion of high-quality conservation projects related to trail construction and maintenance, invasive species removal, fuels management, etc.
- Technical competence in dry stone masonry, full bench trail construction, fencing, invasive species removal, chainsaw operations, etc.
- Experience with tool maintenance, including rehandling and basic chain saw engine repair.
- Demonstrated ability to mentor young adults working in remote outdoors settings performing arduous physical labor.
- Flexibility, adaptability, and capacity to work in a fluid, changing work environment with variable scheduling and frequent problem-solving.
- The ability to communicate professionally both internally and externally with stakeholders.
- Minimum of educational experience: prior experience working for and supervising others within a conservation corps, land management agency or natural resource management organization focused on similar work and member development.
- Proficient in computer programs, databases, other technology; ability to manage data in an organized, consistent, and timely manner.
- Valid driver's license and an insurable driving record.
- Must be able to pass a criminal history background check.
- Must hold advanced medical certification beyond basic First Aid/CPR
- Holds a current or has the ability to obtain a Red Card certification
  - This training will be available to otherwise qualified candidates
- Must hold a National Sawyer Chainsaw Certification Level A felling, bucking, limbing. With the ability to obtain a level B within a year.

### **Substance Free**

In accordance to a drug free workplace, alcohol and drugs are prohibited while participating in AmeriCorps and program activities and while on organization property.

### **Equal Employment Opportunity**

*This program is available to all, without regard to race, color, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, genetic information, and military service. Where a significant*

*portion of the population eligible to be served needs services or information in a language other than English, the recipient shall take reasonable steps to provide written material of the type ordinarily available to the public in appropriate languages.*

**To Apply:** Complete the Application, upload cover letter and resume.