

JOB ANNOUNCEMENT:

POSITION: Islands Conservation Corps Field Supervisor
POSTING DATE: June 1, 2023
DEADLINE: June 21, 2023
SALARY: \$25-36/hr DOQ
OF POSITIONS: 1
WORK SCHEDULE: 32-40 hours per week, year round.
LOCATION: San Juan Islands
BENEFITS: Regular, full time 32-40 hours/week, benefited position and compensated at an hourly wage rate.



OVERVIEW:

As one of Washington State's 45 non-regulatory conservation districts, the San Juan Islands Conservation District helps residents and agency partners throughout the San Juan Islands achieve goals for land stewardship and productivity. We are committed to conserving and enhancing natural resources in the San Juan Islands for farming, fish and wildlife, public health, forestry, recreation, and building climate change resilience. To be selected, the ideal candidate needs to demonstrate the ability to successfully manage grant-funded projects designed to achieve one or more of the District's conservation goals.

Under general supervision of the Islands Conservation Corps (ICC) Program Manager, the ICC Field Supervisor oversees all field activities for the Islands Conservation Corps and directs day-to-day coordination with agency partners. The ICC Field Supervisor establishes a scope of work with land managers and directs activities and necessary equipment to optimize productivity across multiple project types, including forest fuel reduction treatments, woody biomass processing, invasive weed removal, trail construction, fence construction, restoration planting, GPS data tracking, and riparian restoration. The Field Supervisor ensures adherence to all field and equipment safety protocols, supervises tool maintenance and inventory and maintains positive public communications and outreach. To learn more about the Islands Conservation Corps, visit our website at <https://www.sanjuanislandsdcd.org/icc>.

DUTIES AND RESPONSIBILITIES:

- Oversees daily ICC crew activities, effectiveness, and timelines to ensure deadlines and deliverables for each project and workday are met.
- Manages ICC crew members to maximize a positive working environment and collaborative team dynamic, and reports to the ICC Program Manager if problems persist.
- Ensures appropriate personal protective equipment and apparel are used and available for safely working in a variety of conditions and locations.
- Provides the ICC crew with overall strategies for successfully accomplishing the tasks outlined in each project and helps productively address individual challenges that may limit effectiveness.
- Oversees field GIS data collection, ensuring that data is collected effectively and accurately and prepared for reporting.
- Provides ongoing safety briefings, completes incident logs, and manages any emergency response situations according to protocols and first aid training.

- Supports guest educators and professors in teaching the crew on a series of subjects in environmental science.
- Identifies new work opportunities when in the landscape and provides assessments of possible needs to the ICC Program Manager.
- Manages crew-member AmeriCorps timesheets, vacation days, AmeriCorps reporting, and yearly application.
- Adapts in the event of scheduling changes, ferry cancellations, inclement weather and other unpredictable situations.
- Coordinates with ICC Operations Coordinator to develop crew schedule, project detail and daily logistics.
- Coordinates with ICC Financial Coordinator on program purchases, including crew equipment and supplies.
- Oversees equipment maintenance and organization, and ensures all tools are ready and accessible for crew workdays.
- Prepares and submits daily reports, incident logs, season reports in a timely manner.
- Reports all incidents regarding the health and safety of crews and partners to supervisors.
- Provides documentation of projects and experiences with photo and/or video.
- Ensures safe transportation using crew van vehicle to/from project sites and follows all state vehicular laws and regulations.
- Maintains a high level of professionalism and integrity, provides a high level of customer service, inspires confidence and respect, finds solutions to challenges and uses feedback from others to grow and develop.

REQUIRED QUALIFICATIONS:

- Experience or education (BA or BS) in environmental sciences, restoration ecology, natural resource management, or closely related field.
- Excellent verbal and written communication skills.
- Excellent leadership and organizational skills.
- Demonstrated project management skills.
- One or more years of experience as a crew member, crew leader or field supervisor in an outdoor setting.
- Experience leading technical aspects of ecological restoration work, which may include tree felling, controlled fire, project planning, trail building, and other activities.

DESIRED QUALIFICATIONS:

- Wilderness First Aid, First Responder, or EMT.
- Deep understanding of natural resource management and restoration ecology best practices.
- Grant writing and management experience.
- Familiarity with San Juan Islands' natural resources and working lands.
- Experience with ArcGIS mapping technology and software.

WORK ENVIRONMENT:

Work is predominantly in the field 2-3 days per week, with additional tool maintenance and office work in a traditional environment with desk, phone, and computer provided. Position

involves both extensive field work in a wide variety of climatic conditions, as well as computer and telephone work, regular travel to field project sites, events and meetings. Availability for evening and weekend work is required, as is occasional overnight travel. Individual must provide own transportation for work-related travel which is reimbursed per mile at current WA State rates.

COMPENSATION AND BENEFITS:

The San Juan Islands Conservation District provides competitive holiday, sick and vacation leave; medical, dental, vision, and life insurance; and retirement benefits. Regular professional development opportunities are offered and strongly encouraged. We provide a fun, flexible and family-oriented workplace with passionate staff and meaningful work.

BACKGROUND CHECK AND REFERENCES:

All applicants must be able to pass a background check and possess a valid driver's license. Must have and maintain acceptable motor vehicle record. Must possess a willingness to perform physical activity, work in adverse weather and field conditions. Must have the ability to use all safety and motorized equipment. Demonstrated ability to rely on experience, training and independent judgement in determining how to plan and execute responsibilities in a resourceful and effective manner.

TO APPLY:

Please send cover letter and resume to Kai Hoffman-Krull at kai@sjicd.org by the application deadline of June 21, 2023.