



Concerned Resource & Environmental Workers

THE C.R.E.W. Field Supervisor - Job Description

Position Title:	C.R.E.W. Field Supervisor
Location:	C.R.E.W. Office, Ojai, CA
Reports To:	Lead Supervisor
Salary:	Minimum \$19/hour DOE
Status:	Part-time or Full-time; permanent

POSITION SUMMARY: The C.R.E.W. Supervisor is responsible for the day-to-day, on-site supervision and care of crew members assigned to their team. The Supervisor is also responsible for project completion to C.R.E.W. and client specification. This position requires strong leadership, communication and judgement skills. The Supervisor should be able to relate well with youth and serve as a role model and mentor.

The C.R.E.W. employs teens and young adults in environmental work including backcountry trails, fire prevention, and habitat restoration. Fieldwork is our classroom where staff learn technical skills, teamwork, adaptive problem-solving, communication, and responsibility.

KEY RESPONSIBILITIES:

1. Supervisors arrive early to the C.R.E.W. office, understand project requirements, prepare equipment and load vehicles.
2. Supervisors are responsible for the safety of crew member participants in the program, and in particular the team they are leading.
3. Ensure that crew members wear all safety gear, including hard hat, safety glasses, boots and gloves. Is responsible for monitoring the water consumption of crew members under hot conditions.
4. Ensure that all crew members have necessary tools, supplies, and equipment for the job including assigned tools for the project, water, and food.
5. Responsible for training all crew members assigned to his/her care in relevant work tasks, including use and operation of tools and work site safety.
6. Direct field projects in compliance with standards and job specifications. Is responsible for successful completion of work for clients and sponsors.
7. Convey the C.R.E.W. ethic, values and mission to crew members. Work to develop this character in each participant with encouragement, positive influence, and leadership.
8. Drive other C.R.E.W. members to and from work sites.

9. Inventory logistical equipment before and after field operations, and ensure mixed fuel ready for next day's work.
10. This position is hands-on and will involve the use of hand tools and power equipment.
11. Supervisors regularly communicate with the Lead Supervisor regarding work accomplished, lessons learned, recognition for crew members, training accomplished or disciplinary actions taken.

POSITION REQUIREMENTS

Experience:

- 3+ years of experience in a youth supervisory or leadership capacity. Previous experience in one or more of the following is preferred: U.S. Forest Service, parks and recreation, C.R.E.W. projects, firefighting, landscaping, trail work, or youth recreation.
- Must have a valid California driver's license.
- Must have a clear Department of Justice and FBI Livescan fingerprint report.

Skills & Certifications:

- Technical skills with relevant power tools and equipment.
- Personal leadership skills to motivate participation and cooperation of team members from a wide variety of backgrounds.
- Critical and adaptive thinking; risk management skills.
- Good public relations, communications and interpersonal skills, including coaching, managing, and influencing others.
- All field staff including supervisors must be able to fulfill the physical requirements of the position, with or without reasonable accommodation.
- US Forest Service level A sawyer certification (currently holds or ability to obtain)
- First aid & CPR; wilderness first aid a plus

The C.R.E.W. requires that all employees who drive on behalf of the company, whether in company or personal vehicles, meet DMV driving prerequisites described under the Driver Safety section of the Employee Handbook. Each employee driving record will be reviewed at least every year through the Department of Motor Vehicles Pull Notice Program.