Summer 2018 GoWild Team
Crew Leader

Position Title: Crew Leader
Position Type: Seasonal, fulltime
Compensation: $14.53/hour
Position Dates: April 30, 2018 – August 17, 2018
Schedule: 40 hours/week; starting June 4, Tuesday-Saturday work-week with occasional evenings
Reports To: Program Coordinator: Outreach & Recruitment

Overview:
Mile High Youth Corps is a regional, non-profit, AmeriCorps (www.americorps.gov) affiliated organization that engages youth in jobs that help the planet and provide pathways to a promising future. Corpsmembers work on conservation and environmental stewardship projects throughout the Denver Metro Area while engaging in meaningful education activities.

Position Description:
Mile High Youth Corps Crew Leader positions require individuals who are skilled problem-solvers, experienced leaders and positive role models. The GoWild Team will be comprised of six-eight Corpsmembers (18-24 years old) serving together as part of the GoWild Great Outdoors Colorado (GOCO) Generation Wild Initiative connecting youth and families to the outdoors. The GoWild Coalition encompasses the Northeast Metro communities of Commerce City, Northwest Aurora, Northeast Park Hill, and Montbello. The Outreach Team will provide targeted outreach, community engagement, direct service and support for GoWild projects to cultivate environmental stewardship.

Crew Leader Duties and Responsibilities:

Supervision and Management
♦ Identifies and coordinates support needs and scheduling amongst 14 GoWild coalition partner organizations
♦ Coordinates Corpsmember schedules; provides daily supervision; assigns, trains and leads Corpsmembers in a wide variety of outreach and direct service activities
♦ Monitors, manages, and promote crew’s physical and emotional safety on and off project sites
♦ Enforces the code of conduct, discipline policies and program procedures outlined in the employee handbooks at all times
♦ Provides consistent, ongoing informal feedback, as well as performs a minimum of one formal evaluation per Corpsmember each season
♦ Acts as a positive role model to all Corpsmembers and promotes a positive corps culture

Work Project Implementation
♦ Serves as primary liaison and on-site contact with project partners
♦ Plans and implements community outreach and engagement, community action research, service learning and direct service projects for the team
♦ Assists MHYC staff with the set-up of projects including the estimation of time and materials
♦ Proactively assesses, identifies and mitigates safety related hazards
♦ Trains Corpsmembers in and maintains a safe work environment

Corpsmember Development and Education
Promotes individual learning, leadership and personal growth
− Plans and facilitates field trips, community meetings and team-building activities
− Integrates leadership development and service learning components within projects
− Implements and monitors Corpsmember participation and progress in life skills and career readiness training programs

**Administrative Duties**
− Provides timely and accurate tracking and reporting on crew activities and outcomes
− Monitors, documents, and evaluates the participant progress in the program using individual written daily accountability, evaluations, case notes, and 1:1 meetings
− Coordinates Corpsmember timesheets and service logs and other documentation
− Ensures project photographs and required data are collected for projects

**General Qualifications:**
− High School diploma or GED required. At least two years of college or vocational training preferred
− At least one year experience working with diverse youth and staff populations preferred
− Familiarity with the Denver Metro area preferred
− Previous community outreach, engagement and Youth Corps experience preferred
− Communication and organization skills: ability to coordinate projects across multiple community partners; motivate and discipline others; organize and direct a crew of young people on service projects; communicate effectively with a diverse group of young people, co-workers and supervisors; explain and demonstrate safety practices; effectively manage time
− Must be able to lift 75 lbs., spend 8-10 hours a day in the sun, hike 3 miles with a day-pack
− Must have valid driver’s license with insurable driving record and ability to drive a 12-passenger van to and from work sites
− Pre-employment background check required, which includes FBI fingerprinting
− Pre-employment drug screen required. Drug testing may be required during employment
− Must be able to legally work in the United States—verified via the federal E-Verify program

**To Apply:**
Email: Send resume and cover letter to Jackie Curry: [jacquelinac@mhyc.net](mailto:jacquelinac@mhyc.net) (include “Crew Leader: GoWild Team” in subject line.

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*Mile High Youth Corps is committed to diversity in principle and practice, both in the community at large and within the organization. We are, therefore, committed to having our internal operations and employment practices administered on a non-discriminating basis inclusive of, but not limited to, race, religion, color, socio-economic status, gender, age, sexual orientation, military or veteran status, physical or mental disability, marital status, or national origin.*