



ROCKY MOUNTAIN YOUTH CORPS
American Sign Language Crew Supervisor
POSITION DESCRIPTION

Position Summary:

Rocky Mountain Youth Corps (RMYC) is a nonprofit work, service, and training organization serving communities throughout New Mexico. The American Sign Language (ASL) Crew Supervisor will manage a diverse crew of young adults aged 16 to 25. This crew is in partnership with the New Mexico School for the Deaf, and crews will communicate using American Sign Language. The ASL Crew Supervisor will be a mentor and leader for the crew, ensuring safe and efficient completion of conservation projects in the outdoors, while also providing structured opportunities for personal and professional development both on and off the work site.

Position Type: Seasonal, full time. Crews will be responsible for 40 hours per week, excluding lunch. Schedule will be Monday-Friday, hours may vary depending on project requirements.

Salary: \$15-\$17.50 per hour, depending on experience. Paid every two weeks.

Benefits: Worker's Compensation insurance in compliance with NM Department of Labor regulations, uniform issue.

Employment Dates: May 22, 2017 through August 14, 2017.

Location: Santa Fe, New Mexico

Major Responsibilities:

Project Management

- Directly supervise a crew of 7 to 9 members in the completion of projects such as trail construction/maintenance, habitat/wetland restoration, erosion control, invasive species removal, restoration/repair of historic structures, and additional projects as assigned, meeting high standards of safety, quality and efficiency.
- Provide on-the-job training and coaching to members to develop necessary project-related skills.

Risk Management

- Manage crew's physical/emotional well-being and promote a culture of safety in all aspects of crew life.
- Safely transport crew to/from project sites in an RMYC vehicle.
- Respond to safety concerns with decisive action, critical thinking, and effective communication.

Crew Management/Corpsmember Development

- Maintain a healthy group dynamic by promoting inclusivity, communication, and conflict resolution.
- Facilitate both formal and informal job, college readiness, and life skills trainings on an ongoing basis.
- Serve as professional role model, upholding RMYC policies and holding members accountable for actions.

Administrative

- Submit timely, quality reporting (time sheets, project data, training log, incident reports, job hazard analysis, etc.).
- Communicate effectively during formal and informal meetings/debriefs with RMYC staff and agency partners.
- Manage a credit card for crew-related expenses such as gas and properly document receipts/mileage.

Minimum Qualifications:

- 21 years of age; valid, insurable driver's license (without major citations).
- Fluent in American Sign Language
- Experience working with youth ages 16 - 25, preferably in a leadership, mentoring or instructional capacity.
- Experience with building a positive group dynamic; confidence in working with diverse and challenging populations.
- Excellent communication skills to conduct training sessions and facilitate group discussions in American Sign Language.
- Good attention to detail and ability to write accurate, thorough correspondence and reports.

Preferred Qualifications:

- Wilderness First Aid (WFA) or higher medical certification.
- Two or more seasons of experience with outdoor conservation projects.
- Two or four-year degree in natural resources, outdoor education, teaching, or related field.
- Experience with applying Leave No Trace principles.
- Proficient driving 12-passenger vehicles.

Essential Functions:

- Work outdoors in all weather conditions.
- Regularly hike on uneven terrain while carrying tools, gear, or other equipment.
- Reach with hands and arms and lift or move up to 60 pounds, and perform twisting and swinging motions.
- Drive an RMYC vehicle; use hands to operate tools, equipment, and controls.
- The employee must be able to understand, communicate, read and write English.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

To apply: Submit a cover letter and resume to:

Jordan Stone
Program Manager
Middle Rio Grande Region
jordan@youthcorps.org
(505) 263-7585

E-mail subject line should read "ASL Summer 2017 Crew Supervisor"

Rocky Mountain Youth Corps is an equal opportunity employer and does not discriminate against any individuals on the basis of race, color, gender, age, national origin, marital status, sexual preference or disability.

RMYC is a drug free workplace. All RMYC positions dependent upon funding availability.