



## ROCKY MOUNTAIN YOUTH CORPS Position Description – 2023



**Position:** AmeriCorps Youth Crew Leader

**Location:** RMYC Headquarters in Steamboat Springs, CO - Crews will serve across NW Colorado

**Season Dates:** **Training Dates:** May 1st or May 8th - June 3rd, 2023  
**Summer Season:** June 4th- August 12th, 2023  
**Summer Season and Science Camp:** June 5th - September 30th, 2023

**Stipend:** **Training, Field Season and Science Camp:** \$750/week paid bi-weekly  
**Training + Field Season Total:** \$10,500  
**Training + Field Season + Science Camp Total:** \$15,000  
**Cell Phone Reimbursement:** \$40/month

**AmeriCorps:** **Summer Season:** 675-Hour Segal Education Award (\$2,626.27)  
**Summer and Fall Seasons:** 900-Hour Segal Education Award (\$3,447.50)  
*(Awarded upon successful completion of the season)*

*AmeriCorps members are eligible to participate in the CNCS Student Loan Forbearance Program*

**Training:** As an AmeriCorps service-learning program, RMYC provides leadership orientation, professional development opportunities, and technical skills training at the start of the program year. Additional region or project-specific training will be provided throughout the service term as needed. Focuses include outdoor leadership, backcountry travel/camping, Leave No Trace principles, technical skills for project work, tool use/maintenance, procedures surrounding risk management and best practices, creating positive crew cultures with an emphasis on diversity and inclusion, and driver/trailer training. Crew Leaders can expect a **Wilderness First Responder certification** and **chainsaw certification**. Additional opportunities may exist for crosscut certification.

**Overview:** RMYC Youth Programs are composed of our Youth Corps and the Yampa Valley Science School(YVSS). The positions are outlined below.

As a Crew leader, you and your Co-Leader will lead 8-12 participants ages 14-18 in conservation service projects and weekend recreation activities across beautiful Northwest Colorado. You will spend the summer living and recreating outside with your crews with a day off in between sessions, and a crew leader work week in the middle and end of the summer season. RMYC provides all needed gear for kitchen set up and food for all participants. Camping Gear can be provided if needed.

Crew Leaders facilitate team-building activities, crew dynamics, and teach valuable environmental and personal workshops to crews. The goals of the Youth Corps are to connect youth with their local environment, other youth their age, and provide a positive role model to help them gain skills to be resilient in their young lives.

Conservation service projects include, but are not limited to trail maintenance, logouts, barbed wire fence maintenance, campsite clean-ups, invasive species removal, etc. Leaders will be supported by their field coordinator in the field as needed and will complete all assigned paperwork for tracking purposes. Leaders will need to be flexible, as changes in daily schedule will happen throughout the program due to illness, last-minute project cancellations, etc.

RMYC's Youth Corps Program Models are listed below:

**Regional Youth Crew (RYC):** Crew members are ages 14-18. Sessions are two or four weeks, 24/7 with your crew (including weekends). Within this model, we will have one crew will be a **Ladies Youth Crew (LYC)**, led by two adult women.

**Routt County Community Youth Crew:** Crew members are 14 and 15 years old and sessions are two weeks in length. The first week is a day program (8am-4pm generally) with the second week camping on or near the project site Sunday evening through Friday afternoons. Projects are primarily located near Routt County.

After the summer season concludes, the positions shift to become a Yampa Valley Science School Instructor from the middle-end of August through the end of September. You will provide place-based environmental education for all the 6th graders in Routt County during this program. There are four weeks assigned to different schools, with one overnight involved each week. As an instructor, you will participate in all camp activities including our Fireside skits and campfire, and oversee the students full-time when they are at Science School.

#### **Service Statement:**

As an AmeriCorps service program, RMYC holds all of its staff to the highest standards of service focused on environmental stewardship, education, and healthy futures. AmeriCorps is a federal program that is a network of local, state, and national service programs that connect over 70,000 Americans each year in intensive service to meet community needs. Our mission is to strengthen communities and develop leaders through direct and team-based national and community service. We provide resources and people power to organizations dedicated to the improvement of communities. We enrich the lives of those we serve and those who serve. Participants grow personally and professionally gaining new skill sets through providing hands-on work experience, valuable networking opportunities, and professional skills training. Why do you want to serve with AmeriCorps? Spending a season serving with AmeriCorps through RMYC can be a life-changing and rewarding experience. Successful candidates will demonstrate a commitment to service, diversity, self-development, and the team environment.

#### **Youth Corps Duties and Responsibilities:**

- Share all duties and responsibilities with a Co-Leader
- Mentor and serve alongside a crew of 10-12 crew members in all day-to-day activities, on the project site and around camp
- Support the physical and emotional well-being of the crew members and Co-Leader
- Participate in RMYC Crew Leader training workshops, field training, and post-session de-rigging/inventory and debriefing
- Transport crew safely in RMYC's 12/15-passenger vans while towing a trailer
- Complete daily and weekly documentation of crew service and activities, time spent serving, assist with mid-season and end-of-season evaluations, etc.
- Oversee base camp operations including grocery shopping, camp set-up, vehicle maintenance, camp hygiene, and all other elements involved with adherence to RMYC policy
- Coordinate projects and logistics with RMYC Staff, Field Coordinator, and Project Partners
- Report regularly to the Field Coordinator and Program Manager
- Co-facilitate weekly or weekend recreational opportunities with crew
- Co-facilitate Seed Education Curriculum in conjunction with daily schedule
- Manage credit card, gas cards, and food budget submitting reports regularly
- Conduct routine vehicle/driver, camp and project safety audits to uphold the RMYC risk management program
- Adhere to and enforce rules and regulations as specified in the *RMYC Employee Guidelines Handbook*
- Must adhere to and enforce the rules and regulations of RMYC and AmeriCorps, which includes abstaining from the use of drugs, alcohol, and tobacco while operating in a 24/7 setting or while on hitch; as well as other rules, regulations, and risk management protocol.
- Members may not participate in any AmeriCorps Prohibited Activities as outlined in the Member Service

## Agreement (MSA)

### **Yampa Valley Science School Duties and Responsibilities:**

- Learn and facilitate science camp curriculum and lessons to 6th-grade students
- Participate in two-week science camp training
- Transport students in 15 passenger vans when necessary
- Oversee cabin group of 8-15 students (gender-specific) during camp activities and overnight
- Oversee cabin group during camp meals and evening activity
- Oversee Junior leaders and mentor them in their leadership growth
- Facilitate evening activities such as Fireside and camp-wide recreational activities
- Collaborate with fellow staff to ensure all camp operations run smoothly

### **Qualifications:**

- Must be 21 years old (Mandated by RMYC's insurance policy for drivers)
- Clean driving record
- Leadership experience with youth age 11-18 (or a combination of professional and personal experience)
- Ability to work with diverse teams
- Strong organizational skills, ability to work independently and take initiative
- Pre-service background screening required, including FBI background check
- Must be able to provide proof of eligibility to work in the United States

**Role Clarification:** This is an AmeriCorps Corps member level position, NOT a staff member. While serving in this AmeriCorps volunteer position, Crew Leaders need to abide by the below restrictions

- Crew Leaders may NOT sign/approve official documents such as AmeriCorps paperwork, member timecards, performance evaluations, disciplinary contracts, project contracts or any similar documents.
- Crew Leaders may NOT be directly involved in project acquisition or contracting.
- Crew Leaders may NOT discipline other AmeriCorps members. While they may provide guidance, facilitate crew meetings, motivate, reward and uphold safety policies on the service site, all policy violations and disciplinary action must be directed to and handled by Staff.

**CONDITIONS OF AGREEMENT:** AmeriCorps members will be subject to all state and federal laws, and the rules and regulations of OSHA and Conservation Corps. The member is expected to fully understand and adhere to the rules, regulations, and code of conduct as described in the AmeriCorps member manual. 10/19 Policy violations will result in disciplinary action according to program guidelines, including written warnings, fines, suspension without stipend, and/or termination. The AmeriCorps member is accountable for meeting or exceeding the responsibilities of this position as described above, and will be evaluated at mid-term and end-term by Corps Program Staff, with input from project hosts. Successful completion is contingent on both AmeriCorps education award hours and service through the agreed-upon term end date.

*Rocky Mountain Youth Corps is an Equal Opportunity Employer, drug-free workplace and complies with ADA regulations. Rocky Mountain Youth Corps is committed to the inclusion of members with all levels of ability. Reasonable accommodations are available upon request. This program is available to all, without regard to age 40 and over, color, disability, gender identity, genetic information, military or veteran status, national origin, race, religion, sex, sexual orientation, or any other applicable status protected by state or local law.*

*Please refer to our website or contact Meghan Loury, Youth Programs Manager at (970) 879-2135 x.109 or [mloury@rockymountainyouthcorps.com](mailto:mloury@rockymountainyouthcorps.com) with questions.*