

## Trail Builder and Steward

### Catamount Trail Association, Burlington, Vermont



*The CTA is seeking a highly motivated individual to fill a seasonal AmeriCorps position as Trail Builder & Steward during the summer field season. This person will participate in, coordinate, and lead hands-on trail work several days per week, which may include trail clearing, bridge construction, erosion control measures, easement monitoring, parcel identification, and/or mapping work. In addition, they will play a role in recruiting volunteers and interns to assist with these projects, and in sharing accomplishments through the CTA website and other social media platforms.*

This position is part of the Vermont Housing & Conservation Board AmeriCorps (VHCB AmeriCorps). The VHCB AmeriCorps program supports the innovative dual-goal approach to creating stable affordable housing opportunities for Vermont residents while preserving the natural and working landscape. VHCB AmeriCorps is a national service program that places members with non-profit housing or land and energy conservation organizations around the state.

The Catamount Trail Association (CTA) is a passionate group of backcountry skiers and outdoor enthusiasts. We've been breaking trail since 1984, creating North America's longest backcountry ski trail and pioneering innovative recreation projects throughout Vermont.

**Our mission is to expand access to Vermont's backcountry** because we believe days spent in the mountains with friends are powerful, and that those experiences should be open to everyone. We are advocates, volunteers, supporters, and trailblazers working to steward the Catamount Trail, manage backcountry ski terrain, permanently protect mountain lands, and expand equitable access to skiing. By building trails, community, and opportunity we connect people to Vermont's mountain landscape.

#### Essential Functions:

- Maintain the Catamount Trail corridor, treadway, access trails, and signs.
- Lead volunteers: Serve alongside volunteers to help them learn skills and get a chance to be productive even if inexperienced. Help manage logistics, planning schedules, and group dynamics.
- Build and maintain structures such as small bridges, culverts, waterbars, and drainage ditches using hand tools.
- Conduct monitoring visits to private & public land under trail easement.
- Prepare for and follow up on volunteer trail workdays, including equipment maintenance & cleaning, record keeping, purchasing supplies, and communicating with volunteers.
- Conduct basic GIS (Geographic Information Systems) mapping and data collection with GPS unit
- Develop volunteer communications such as workday calendars, website, and social media content
- Track volunteer hours and attributes in a database, and recognize volunteer contributions.
- Participate in an Independent Service Project under the guidance of VHCB AmeriCorps
- Participate in all VHCB AmeriCorps Trainings, Service Days, Events, and Program Initiatives.
- Engage in professional and personal development activities and networking opportunities.



# VHCB AmeriCorps

## Secondary Functions:

- Help keep the CTA website and blog tidy and current
- Write press releases.
- Assist with community outreach events.
- Other duties as assigned.

## Desired Qualifications:

- Experience doing light carpentry and trail work
- Ability and enthusiasm to do physical labor outdoors several days per week, and to work some long days, evenings or weekends for volunteer workdays, special events or trainings.
- Training or experience in volunteer or program coordination and project management
- Excellent people skills; outgoing and tactful; energetic, positive and collaborative attitude
- Ability to work with a diversity of volunteers, staff, community leaders and organizational partners
- Demonstrated ability to work independently and take initiative as well as be a team player
- Excellent verbal and written communication skills
- Organized and attentive to detail; ability to manage time, diverse activities and multiple projects
- Computer literate, working knowledge of Microsoft programs
- Valid driver's license, no major motor vehicle violations in last 3 years, and access to a vehicle.
- Proficiency with GPS technology and ArcMap GIS software
- Experience leading and supervising volunteers
- Experience and training in safe operation of chain saw for trail clearing
- Experience using property survey maps, municipal tax maps, and navigating with map and compass
- Comfortable speaking in front of groups and leading them in trail projects.
- Wilderness First Aid or First Responder and CPR certification

## Minimum Qualifications:

- Be US citizen or have permanent resident status;
- Be at least 18 years of age upon entering the Pre-Service Orientation or 17 years of age with verified parental permission;
- Be a high school graduate, have a GED certificate, or be willing to work towards a GED as part of the service-term. A member cannot have dropped out of high school to join AmeriCorps.
- Has not been convicted of murder or sexual assault and is willing to undergo an National Service Criminal History Check;
- Be committed to the VHCB AmeriCorps program's ethic of service, appreciation of diversity, and personal and professional development of its participants;
- Have the ability and enthusiasm to drive to, attend, and participate in all required trainings and events, and be prepared to drive up to 2-3 hours each way.
- Available to regularly serve 40 hours per week

## Additional Information:

**This position requires extended time outdoors, lifting and carrying equipment and supplies for events, and some weekend and evening commitments.**



**Serve. Experience. Lead**

# VHCB AmeriCorps

Position begins May 30<sup>th</sup>, 2023 and ends August 31<sup>st</sup>, 2023.

This position is **Quarter Time**: Requires 455 hours of service for an average of 40 hours per week for 13 weeks. Member will receive a living allowance of \$6,750 (pre-tax), and an education award of \$1,718.25 (pre-tax) upon successful completion of service.



Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.

**To Apply:** <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>

For questions about this position or to send additional materials:

Courtney Dickerson: [cdickerson@catamounttrail.org](mailto:cdickerson@catamounttrail.org) , 802-864-5784

1 Mill Street, Suite 350, Burlington, VT 05401

Application deadline: March 31<sup>st</sup>, 2023. Applications accepted on a rolling basis; open until filled

Additional information on AmeriCorps is available at [www.americorps.org](http://www.americorps.org).

**The Vermont Housing & Conservation Board (VHCB) is sponsoring this AmeriCorps position through their AmeriCorps Program. VHCB is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran's status, religion or creed.**

Member Name: \_\_\_\_\_

Signature: \_\_\_\_\_

