

TRAILS SEASONAL PROJECT COORDINATOR

WILDLANDS RESTORATION VOLUNTEERS



Status: Full-Time (preferences for part-time can also be considered)
Term Start Date: June 1 (flexible)
Term End Date: September 30 (flexible)
Location: Summit County, CO
Job Announcement Date: March 5, 2025

Wildlands Restoration Volunteers seeks an individual who is passionate about WRV's mission to heal the land and build community to join our Trails team for the 2025 season. Applicants for this position should have trails maintenance and construction experience and be based in or adjacent to Summit County.

This is a full-time, non-exempt, term-limited position. The work schedule is largely field-based but requires regular office work which can be done either remotely or in-person. Travel to WRV's Longmont office for monthly in-office staff meetings or other logistics reasons is expected. Project Coordinators supplement a year-round Program Team of experienced staff and are aided by a large corps of dedicated and inspiring volunteer leaders. Leadership and technical training opportunities are provided, and staff may shadow on additional projects that are of interest in order to gain additional knowledge and experience. This position often works with llamas in the field (yes, really), so applicants should be interested and willing to work with four-legged fluffy crews. This position runs public volunteer projects as well as provides supervision to youth corps crews.

This position is funded through federal grants and is contingent upon awarded funds being received.

REQUIRED SKILLS:

- Experience with trail maintenance, trail construction, social trail closures, and construction of bridges, boardwalks or other structures
- Ability to safely drive trucks and trailers on uneven terrain. Experience with trailer safety, DOT laws, ATVs and use of power tools
- Wilderness First Responder certification, or ability to obtain certification through training offered by WRV or its partners (stipend provided toward cost)
- Qualified and experienced in crosscut saw, or ability to obtain through training offered by WRV or its partners
- Project management skills
- Computer proficiency, including Microsoft Office
- Willingness to work evenings/weekends and travel occasionally in-state, as needed
- Able to balance multiple projects and deadlines
- Community-oriented, flexible, and reliable

DESIRED SKILLS:

- Experience with habitat restoration or other forms of outdoor stewardship
- Experience with volunteer engagement or group leadership
- Experience working with youth and youth groups, including leadership development
- Experience working with diverse populations
- Qualified and experienced in chainsaw (S212 certification); prefer Faller-B or equivalent, or ability to obtain through training offered by WRV or its partners
- Experience with or willingness to train with pack string llamas

WILDLANDS RESTORATION VOLUNTEERS

Trails Seasonal Project Coordinator

Job Description

Seasonal Project Coordinators help WRV reach its goal of involving the public in the care of public, protected, and ecologically significant lands across Colorado. Depending on experience, these individuals work across multiple restoration programs, managing a variety of projects for volunteers of all ages. Below is a summary of specific responsibilities for this position.

Trail Project Management

WRV organizes over 200 restoration, trails and stewardship projects each year engaging thousands of volunteers. As a Seasonal Project Coordinator, you will take a lead role in the effective planning and execution of a portfolio of assigned projects, under the direction of one or more WRV Program Managers. You will be responsible for carrying out these projects in a way that provides a safe, rewarding, and enlivening volunteer experience, while accomplishing tangible high-quality ecological goals.

Projects will include working in front country as well as designated Wilderness locations. Work will largely focus on trail corridor clearing and tread construction in partnership with US Forest Service staff, WRV staff, WRV volunteer groups, and youth corps crews.

This position can plan on running 14 projects in Summit County, primarily in the Eagles Nest Wilderness. Most projects occur on weekends and require camping. A company vehicle or mileage reimbursement is provided, as is food or a per diem on project days.

This position will act as "WRV Staff Liaison" (WSL, pronounced "whistle") to the volunteer project leadership team on their project. This role includes:

- Coordinating logistics and ensuring a safe, positive, and productive environment
- Communicating with volunteers and conducting project-related outreach
- Coordinating with land management agencies to ensure technical needs are met
- Filling vacant volunteer team roles as needed

APPLICATION PROCESS: Please email your resume and cover letter to jobs@wrv.org. Interviews will begin March 27 and will continue until the position is filled.

COMPENSATION: WRV hourly compensation will be \$20 per hour. This is a non-exempt position. The position is eligible for holiday paid time off and paid sick leave. Additional benefits include discounted pro-deals and professional development opportunities.

ABOUT WILDLANDS RESTORATION VOLUNTEERS - WRV is a 501(c)(3) non-profit organization, based in Boulder/Longmont and Fort Collins, Colorado. WRV connects people with nature and promotes community-based involvement in the care of public lands. We engage volunteers (youth and adults) in a wide variety of hands-on ecological restoration and other land stewardship activities. Volunteers see the positive impact they can have on our public lands and develop a deep love of the places they have helped to heal. As a force for empowering individuals to "make a difference," since 1999, we have completed over 1,350 projects, with over \$14 million of volunteer time contributed toward the stewardship and restoration of Colorado public lands. WRV is committed to providing an inclusive environment for our community. We welcome and value all ideas, experiences, and abilities, and we encourage individuals with diverse perspectives and backgrounds to apply. Before applying for this position, we strongly recommend you visit our website at www.wrv.org.

INCLUSIVENESS STATEMENT: WRV is committed to creating an environment for our community that attracts, supports, and engages all people, regardless of differences in experience, background, access to resources, or historical representation in our work. We welcome and value all ideas, experiences, and abilities, and we encourage individuals with diverse perspectives and backgrounds to apply. We believe that diversity strengthens our community and seek to provide an inclusive environment for all staff and volunteers.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. Selection and retention in this position is contingent on a successful background investigation.

Wildlands Restoration Volunteers does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

WRV will provide reasonable accommodation to applicants with disabilities, where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact WRV directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

PHYSICAL DEMANDS:

- Ability to operate computers, phones, mobile devices and office equipment
- Ability to interact with volunteers, youth, and agency personnel on a daily basis
- Ability to hike long distances in mountain terrain
- Ability to wear appropriate PPE for sawyer work and trail construction
- Ability to handle a crosscut saw
- Able to work for long periods of time without break
- Must have a current and valid driver's license and auto for transportation
- Ability to successfully manage multiple, high-priority tasks in a fast-paced environment