



Children's Forest Site Leader

The Children's Forest Site Leader is a corpsmember position. The site leader will be responsible for overseeing project management and leading corpsmembers in trail building, trail maintenance, greenhouse operations, restoration projects, recycling events, and Off Highway Vehicle education on the San Bernardino National Forest. Position is also responsible for providing interpretive programs, visitor information services, and leading corpsmembers at the National Children's Forest. Position will oversee volunteers, working with both adult and youth volunteers and recruit the public to engage in ecological restoration and interpretive programs in the San Bernardino National Forest. Site leader is responsible for safety of corpsmembers during projects and must follow proper safety procedures while working in the National Forest. Position will coordinate and implement trail building, trail maintenance and restoration projects with SCMF staff. In addition to fieldwork, the crew leader is responsible for tracking progress for work accomplished by keeping detailed records of work completed and keeping time sheets for all crew members.

Job Duties:

- Work directly with the Program Coordinator to schedule event and programs
- Lead environmental education and interpretive programs for the public including campfires, nature walks, and school and youth programs.
- Train and manage corpsmembers
- Lead and train corpsmembers for recycling activities, including education outreach, recycling collection routes, sorting of recyclables and e-waste collection
- Promote programs and projects in the community
- Recruit, supervise, transport, and train youth and adult volunteers to assist with projects to meet program deliverables
- Assist with nursery operations and procedures at the National Children's Forest greenhouse to meet the grant deliverables for plants used in the project
- Maintain records programs and projects, and volunteer sign-in sheets
- Assist, help and cooperate with other SCMF staff to meet the goals of the SCMF

Corpsmember Position Requirements: The Southern California Mountains Foundation Urban Conservation Corps offers young men and women the chance to better their lives. Corpsmembers serve in the Southern California Mountains and become employable citizens through hard work in environmental conservation. Meaningful projects build valuable workforce skills that increase job readiness. The Children's Forest Site Leader is required to be 18-25 years old and will be asked to sign a corpsmember contract.

Position Reports to: Environmental Educator & Program Coordinator

Reporting Location: Big Bear Discovery Center, Fawnskin, CA

Qualifications:

1. Position open to 18-25 year olds
2. Experience serving the public



3. Experience in a leadership role
4. Physically capable of repeated bending, squatting and lifting 50 lbs.
5. Capable of working in adverse outdoor conditions.
6. Ability to manage and supervise a wide range of group sizes and age ranges
7. Ability to manage, delegate responsibilities and supervise staff
8. Excellent verbal and written communication skills
9. Demonstrates leadership abilities
10. Possess problem solving skills
11. Experience working with youth and volunteers
12. Self-motivated and capable of working independently
13. Flexibility in working with shifting priorities
14. Driver's license and excellent driving record
15. Vehicle to drive to project sites; mileage is reimbursed
16. Be subject to criminal background check

Pay Rate: Full-time 16 Week Position (May/June – September): 40 hours per week at \$12/hour. Weekend work is required; tentative schedule Thursday - Sunday; with mandatory evening programs.

How to apply: Send resume, cover letter, and three references to Wendy Craig by April 27, 2017. Wendy Craig, Discovery Center Manager, at wrcraig@mountainsfoundation.org

The Southern California Mountains Foundation is an Equal Opportunity Employer