



Trails Technician Position Vacancy Announcement

Closing Date: 3/1/2018

[Alaska Trails](#) is seeking a Trails Technician who loves working with people and shares our commitment to trail stewardship and volunteerism. The Trails Tech will support the organization in coordinating trail projects, recruiting and training volunteers and developing partnerships with land managers and other collaborative efforts with non-government partners. This position will also lead adult and youth volunteer trail work events in the region and will spend 10 weeks directly supervising the [Youth Employment in Parks](#) program. Work sites include trails managed by the Municipality of Anchorage, AK State Parks, BLM, US Forest Service and other city, state and federal land management agencies in the area. This is a seasonal (April - October) full-time (40 hrs. per week plus, Monday-Friday, with some weekends) Trails Technician based in Anchorage, AK

Alaska Trails is a 501(c)(3) tax exempt nonprofit organization incorporated in 2003. Alaska Trails' mission is to enhance the Alaska trail experience by supporting sustainable, world-renowned trails through advocacy, education and technical assistance.

Youth Employment in Parks (YEP) is an award winning and nationally recognized youth employment program based in Anchorage, Alaska run by a partnership between APF and the Municipality of Anchorage.

POSITION OVERVIEW:

This new position will direct trail projects done by volunteers through the Alaska Trail Stewards program and paid youth crews through the Youth Employment in Parks (YEP) program. The Trails Technician will also help train volunteers, work with land managers to set up and conduct trail maintenance projects and work with other partners to increase the reach and effectiveness of the Alaska Trail Stewards program.

DESCRIPTION OF DUTIES:

Responsibilities include, but are not limited to:

Project Coordination and Planning

- Coordinate volunteer work projects and plans with staff, Agency and Non-Government partners
- Work closely with the Municipality YEP Program Manager, Anchorage Park Foundation staff, field educator for project planning and preparation, site visits, and material needs
- Assist staff in identifying appropriate volunteer trail projects
- Develop plans and structure specifications for new trail construction, reconstruction, realignment and trail reroute projects in collaboration with project partners
- Execute an annual project schedule to meet program goals and objectives

Training and Leading volunteer and YEP work projects

- Develop and implement an ATS volunteer training program
- Arrive at each work party with tools, refreshments, volunteer agreements and work plan

- Direct volunteer and YEP crew leaders with daily tasks for positive work flow and attention to detail
- Direct YEP project including: trail construction, park improvements, streambank restoration and basic construction in a variety of park improvement projects.
- Establish a safe, fun and inclusive working environment for youth and volunteer crews of volunteers of diverse ages and backgrounds
- Train, motivate and lead volunteers and the YEP crew to complete a variety of trail projects including annual maintenance, repairs and new construction
- Ensure all technical work is to standards, including tread construction, drainage structures, and construction of steps, turnpike and puncheon
- Ensure safety talk is delivered to crew and volunteers and documented
- Calmly manage emergency situations following ATS and YEP emergency response protocols
- Positively represent ATS mission, programs and membership in all interactions with volunteers, trail users and others
- Report all incidents affecting the safety, health, and well-being of volunteers in a timely manner

PREFERRED QUALIFICATIONS:

Job skills, experience and personal traits preferred:

- Demonstrated experience leading volunteers in an outdoor setting
- Demonstrated skills in trail maintenance and trail building
- Basic construction and basic wood working experience. Experience with streambank restoration
- Organizational skills, attention to detail, and technology skills to provide program and administrative support. Proficiency with Microsoft Office and email communication. Familiarity with database usage is a plus.
- Strong interpersonal skills to ensure a fun, safe and quality volunteer experience
- Excellent verbal and written communication skills - ability to communicate across multiple channels to internal departments and external partners
- Cultural competency experience and demonstrated ability to work with people of diverse races, ages, genders, abilities and economic backgrounds
- Ability to work independently and contribute to a team effort
- Ability to remain calm and manage emergency situations
- Ability to work in an outdoor environment and follow minimum impact guidelines
- Demonstrated flexibility in a dynamic and fast-paced environment, feeling comfortable with mid-course corrections
- Current WFA or WFR certification and CPR certification
- Valid driver's license and ability to drive a truck on highways and dirt roads
- Ability to work weekends and 10-hour days
- A strong commitment to Alaska Trails' mission

Compensation: Compensation starts at \$24.50 per hour DOE.

To Apply:

Email a resume, a brief cover letter describing your experience and qualifications, and three references to office@alaska-trails.org Reference the job title "Trails Technician" in the subject line. The position is open until filled, but priority will be given to resumes received by February 15, 2018.

Location: Anchorage, Alaska

Timeline: Minimum of 5 months. Mid-April to October