



EMPLOYMENT OPPORTUNITY

for the position of

Sherman County Oregon Youth Conservation Corps

Corps Members

and

Crew Supervisor

Posted: 4/20/2017

Deadline: 5/26/2017

Sherman County is accepting employment applications for the position of one Oregon Youth Conservation Corps (OYCC) Crew Leader and four-five OYCC Crew Members. Positions are scheduled to begin June 21, 2017 and end August 11, 2017. 32-40hr/week. Schedule will be determined upon hiring. Applicants must be able to perform manual labor in adverse weather conditions. Please review job descriptions before applying.

For job description and/or application, contact Sherman County Prevention at [541-565-5036](tel:541-565-5036) or go to the homepage of the Sherman County website at <http://www.co.sherman.or.us>. Submit completed application, cover letter, and resume to Sherman County Prevention, PO Box 263, Moro, OR 97039. Applications for Crew Leader will be accepted until 5:00 p.m. on Friday, May 26, 2017 and until 5:00 p.m. on Friday June 2, 2017 for Crew Member. Applicants over 18 years of age must pass a criminal history background check. Sherman County is an equal opportunity employer. For more information regarding the OYCC program, visit <http://www.oystweb.com>.

Sherman County Oregon Youth Conservation Corps Crew Supervisor Job Description

Position: Crew Supervisor

Pay: \$14.00-\$15.00/Hour

Hours: 32-40

Beginning Date: June 21, 2017 **End Date:** August 11, 2017

Reports to: Sherman County Prevention Coordinator

OVERVIEW OF RESPONSIBILITIES:

The Crew Supervisor plans, organizes, and leads conservation-related work projects in Sherman County, including trail building, stream bank and wetlands restoration, landscaping, and construction. Must be able to work with youth of varied backgrounds, cultures, abilities, and gender, creating an environment conducive to the development of work skills and personal growth.

QUALIFICATIONS:

- 1) **Education:** High School degree. Experience in at least one of the following is preferred: landscape architecture, forestry, resource management, conservation, wetlands management, environmental studies, park management, carpentry, construction, or related fields.
- 2) **Experience:** Two year supervisory experience working with diverse and at-risk youth, preferably an on-the-job training setting of trail building, conservation, general construction, or youth services corps work program preferred.
- 3) **Availability:** Weekly schedule to be determined upon hiring; must be available to attend additional training in Bend, Oregon, June 21-23.
- 4) **Driver's License:** Valid Oregon DL, acceptable record, and insurability under Sherman County's Auto Insurance.
- 5) **Criminal History:** Must complete and pass a criminal history check by Sherman County Sheriff's Office.

OTHER QUALIFICATIONS:

- 1) Ability to perform strenuous work assignments under adverse weather conditions in both indoor and outdoor settings, ability to lift up to 50lbs., and perform twisting and swinging motions.
- 2) Ability to work effectively as a member of an integrated team.
- 3) Ability to relate effectively with youth, parents, community, and referral sources.
- 4) Ability to work in an unstructured, sometimes stressful environment, and maintain a positive mental attitude.

- 5) Ability to maintain confidentiality.
- 6) Cultural sensitivity and experience working with people from diverse cultural backgrounds.
- 7) Current first-aid certification or ability and willingness to obtain one.
- 8) Experience driving a pick-up, hooking up and unhooking a trailer, pulling a trailer, and backing up a trailer.
- 9) Good communication skills.
- 10) Knowledge of safe working practices. Ability to use and teach others the safe and proper use and maintenance of hand and power tools.
- 11) Professional appearance appropriate for position.
- 12) Skills in advising, conferring, and cooperating with land management agencies, county, city, and other municipalities.

Specific Duties:

- 1) Recruits, orients, supervises, trains, and evaluates a crew of 4-5 young adults, ages 13 – 25.
- 2) Instructs youth in educational and vocational activities associated with work projects, and provides feedback on performance.
- 3) Develops and maintains a strong sense of team/teamwork for the crew.
- 4) Maintains records on attendance, crew activities, and completes project reports.
- 5) Coordinates work progress and project completion schedules with project sponsors.
- 6) Maintains program vehicle including arranging for regular maintenance and cleaning.
- 7) Maintains tool inventory and regular cleaning, sharpening, and repairs of program tools.
- 8) Guide Corps Members in their daily journaling process.
- 9) Ensure that Corps Members complete the end of the year survey.
- 10) Completes other duties as assigned.

Sherman County Oregon Youth Conservation Corps Corps Member Job Description

Position: Corps member

Age: 13-25 years of age

Pay: \$10.00-\$11.00/hour

Hours: 32-40 hours

Beginning Date: June 26, 2017

End Date: August 11, 2017

Reports to: Crew Supervisor

OVERVIEW OF RESPONSIBILITIES:

To complete a variety of work projects in Sherman County including: trail building, stream bank restoration, landscaping, construction, and other types of manual labor.

QUALIFICATIONS:

- 1) Willing to learn in new ways and take some educational and personal risks.
- 2) Eager to explore different career opportunities.
- 3) Willing to pursue a balanced lifestyle including physical fitness, emotional well-being, and intellectual development.
- 4) Desire to learn personal and interpersonal skills, grow in self-esteem, and become empowered in his/her life.
- 5) Willing to support the growth of others.
- 6) Desire to explore education and career options and to establish short and long-range goals.
- 7) Desire to work and learn in a structured and supportive environment.
- 8) We expect students to be chemically clean for the duration of the program.
- 9) 13 – 25 years of age.
- 10) Sherman County resident
- 11) Meets Sherman County OYCC dress code.

DUTIES & RESPONSIBILITIES:

- 1) Follow directions from staff members & job site personnel
- 2) Effectively communicate and work with all members of the crew and staff
- 3) Safely use tools and equipment
- 4) Perform physical labor to the best of your ability, most of which is done in the outdoors in all types of weather.

Typical projects are:

- a. Trail construction & rehabilitation

- b. Light construction & rehabilitation
 - c. Landscaping
 - d. Stream bank restoration
 - e. Stream enhancement
 - f. Community service projects
 - g. Painting
 - h. Other projects as assigned
- 5) Complete daily journaling
 - 6) Work together with other members to write a weekly update for Sherman County eNews and The Times Journal regarding schedule and work projects. This will be submitted to the Prevention Coordinator every Friday by 5 pm.
 - 7) Complete end of year survey

MEDICAL HISTORY:

NOTE: The purpose of this data is to safeguard the health, safety, and welfare of the employees of this youth corps program. This information may be provided to a physician in the event treatment is necessary. This information is provided on a voluntary basis. Failure to complete this form, however, results in exclusion from the corps program.

Name:	Date:
Address:	Parent/Guardian:
City: State: Zip:	Relation:
Home Phone:	Address:
Date of Birth:	City: State: Zip:
Emergency Contact:	Work Phone:
Phone Number:	Home Phone:
Relation:	

Have you had or are you having any of the following health problems? (Enter an X if you have had or have any of the following)

Allergies

Hay Fever _____

Asthma _____

Insect Stings _____

Frequent Infections

Colds _____

Hernia _____

Other Health Problems

Convulsions _____

Fainting Spells _____

Shortness of Breath _____

Frequent Headaches _____

Poor Vision _____

Other _____

Pregnancy _____

Blood not Clotting _____

Heart Condition _____

Poor Hearing _____

Chest Pains _____

If you identified any health problems in the previous section, describe treatment below:

To my knowledge, I have not been exposed to a contagious or infectious disease in the past 3 weeks. I am in a state of health that would allow full participation in all Corps activities.

Signature of Student

This is to certify that I am familiar with the Corps program and give my consent for my son/daughter/ward to participate in the program as a member. I will not hold the SCOYCC program responsible for any non-program accident or illness, and I authorize first aid or emergency medical care to be performed at the nearest medical facility approved by the program.

Signature of Parent/Guardian

**Basic Functional Requirements for
Outdoor Work:**

Heavy Lifting (45# and over)
Heavy Carrying (45# and over)
Straight Pulling
Pulling hand over hand
Pushing
Reaching above shoulder
Use of fingers
Both hands required
Walking
Standing
Crawling
Kneeling
Repeated Bending
Climbing, legs only
Climbing, use of both legs and arms
Both legs required
Hearing (aid permitted)

Environmental Factors:

Outside
Excessive heat/cold
Excessive humidity/dampness
Excessive chilling
Dry atmospheric conditions
Excessive noise
Slippery/uneven walking surfaces
Working on ladders and scaffolds
Working alone
Working closely with others
Working around moving objects
or vehicles