



Mid Klamath Watershed Council

P.O. Box 409, Orleans, CA 95556 (primary)

P.O. Box 50, Happy Camp, CA 96039

Tel: (530) 627-3202

www.mkwc.org

mail@mkwc.org

Job Announcement: Youth Intern Crew Leader

Position is Seasonal, Part-Time: 16-20 hours per week, 2-3 days per week, June 17-August 16

We are seeking a qualified individual to join our Youth Programs team in Happy Camp.

GENERAL DESCRIPTION: We are seeking a Crew Leader to lead our youth intern crew (ages 15-18) in restoration projects within MKWC's Fisheries, Plants, Fire and Fuels, and Community and Stewardship Programs. This position is supervisory. The Youth Intern Crew Leader will be responsible for transporting interns to and from worksites, coordinating with other crews for work activities, and ensuring the safety of the crew. This position will be in coordination with another part-time Youth Intern Crew Leader based out of Happy Camp.

JOB DESCRIPTION:

- Assist with the coordination and implementation of the summer youth internship program including scheduling with MKWC staff, transporting interns to and from worksites, and leading interns in work tasks.
- Assist Fisheries Program with fisheries restoration and monitoring activities.
- Assist Plants Program with removal and monitoring of prioritized invasive weeds.
- Assist Community & Stewardship Program with volunteer workdays, maintaining community gardens, and summer programs for kids.
- Assist Fire & Forestry Program in fuels reduction and forest health monitoring.
- Assist youth interns to complete an independent project relating to one of MKWC's programs.
- Assist with in-kind tracking for the youth internship program.
- Assist with data collection for youth internship program evaluation and grant reporting.
- Maintain photo documentation of field trips and events.
- Train, mentor, and evaluate youth interns.
- Ensure youth interns have the tools needed for success: clear duties/delegated tasks with timelines, working computer, appropriate gear, functioning workspaces, etc. Communicate staff needs to directors when needed.

The Mid Klamath Watershed Council is an equal opportunity employer.

- Ensure compliance by youth interns with all company policies and procedures.
- Maintain safety of self and coworkers (stay hydrated, use sunscreen, situational awareness around poison oak, ticks, swift water).
- Maintain safety of youth program participants in compliance with the MKWC Youth Protection Policy.
- Wear appropriate clothing for the task (long pants, long sleeves, sunhat, boots, raingear) and appropriate personal protective equipment, and ensure youth participants are wearing appropriate PPE.
- Other duties as assigned by supervisor

QUALIFICATIONS:

- Must pass a criminal background check (Live Scan) upon hire.
- Has experience working with youth in a school and/or outdoor learning setting, is enthusiastic about working with youth, and can maintain professionalism, appropriateness, and positive role model behavior at all times while working with youth.
- Has experience working with Indigenous communities.
- Works well with people from diverse backgrounds and perspectives.
- Has natural resource monitoring and restoration experience (fisheries, botany, fire, etc).
- Has strong written and verbal skills.
- Has experience supervising and leading crews.
- Ability to organize and manage groups of youth.
- Is organized, detail-oriented, and flexible.
- Has a valid driver's license and clean driving record.

COMPENSATION: \$25.65-\$27.02 if applicant needs some training and oversight; \$27.23-\$28.69 if applicant has strong experience in supervisory role, demonstrated sound judgment and decision-making.

APPLICATION PROCESS: Please submit a [MKWC application](#), resume, and letter of interest to employment@mkwc.org, MKWC's mailing address (listed in letterhead), or drop off at the MKWC office in Orleans.

For more information call 530-627-3202 x 1003 or email carol@mkwc.org.

Applications due May 2, 2024.

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PHYSICAL REQUIREMENTS:

- Ability to safely and successfully perform the essential job functions with the Americans with Disabilities Act (ADA), Family and Medical Leave Act (FMLA), and other federal, state, and local standards, including meeting the qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with ADA, FMLA, and other federal, state and local standards

Field (primarily):

- Must be able to convey and receive spoken instructions to communicate in person, before groups and over the telephone, often over other sounds (ie moving water, machinery, etc.)
- Bending, lifting, and carrying. Must be able to lift and carry up to: 30 lbs
- Ability to walk over rugged, uneven terrain and steep slopes
- Ability to maintain balance to prevent falling in slippery, erratically moving surfaces
- Ability to hike up to: 5 miles in a day
- Ability to swim in moving water
- May work in extreme heat (over 100 degrees F) and smoky conditions

Office (primarily):

- Must possess mobility to work in a standard office setting and use standard office equipment (ie computer)
- Vision to read printed materials and a computer screen
- Finger dexterity to access, enter, and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment
- Must be able to convey and receive spoken instructions to communicate in person, before groups and over the telephone
- Must be able to convey and receive written communications
- Occasional bending, stopping, kneeling, reaching, pushing, and pulling materials and objects necessary to perform job functions
- Standing in work areas and walking between work areas.

Reasonable accommodations may be made if people cannot meet some physical requirements.