



Mt. Adams Resource Stewards

JOB DESCRIPTION - Squad Lead

Mount Adams Resource Stewards - Glenwood, WA

A community-based non-profit with focus on stewardship forestry.

www.mtadamsstewards.org

JOB TITLE: Squad Lead

REPORTS TO: Stewardship Crew Program Lead

JOB TYPE: Full-time seasonal, 10 months/year, potential to develop into a year-round permanent position.

SUPERVISES: 1 Senior Crewmember (seasonal) & 3 Crewmembers (seasonal)

LOCATION: This position is based in Glenwood, WA in Klickitat County. Substantial field work within Klickitat County and surrounding areas. Some remote work is possible in winter months.

WAGE: \$20-24/hour. Wage growth is possible as the organization grows and with increased supervisory responsibilities.

BENEFITS: This is a full-time, overtime eligible position, wage dependent on qualifications and experience. Position is eligible for a \$1.85/hour healthcare stipend, flexible holidays, sick leave, on the job training.

SCHEDULE: Up to 25% of the position may require extended overnight travel. The average work week is 40 hours, but the schedule may vary depending on project needs and will be weather dependent. 10 to 16-hour days may be required. Projects may require working during weekends and/or up to 14 days continuously, travel for extended periods of time, remaining overnight near project locations, and working outside of normal business hours with limited notice.

ORGANIZATIONAL VISION

Mt. Adams Resource Stewards (MARS), a 501(c)(3) non-profit organization founded in 2004, is seeking an exceptionally motivated, creative and team-oriented individual to build on successes and continue growth with our natural resource/forestry stewardship crew program. The successful candidate will work with MARS staff and partners to further develop a high capacity stewardship crew whose functions are integrated with a growing number of field projects for which MARS is responsible.

Functions/activities of the crew typically include labor-oriented work, such as fuels reduction, prescribed burn unit prep and support during prescribed burning operations; tree planting; timber stand improvement; invasive/noxious weed control; and fence building; as well as more technical tasks such as stand exams and data gathering support for monitoring plots. MARS continues to explore possibilities for the crew to participate in wildfire suppression activities during emergency situations. The squad lead will work with MARS staff to develop a strategy for project permanence and expansion, to include refining and maintaining timetables and financial plans for crew sustainability. The squad lead's responsibilities are diverse and centered around overseeing a smoothly and safely operating field-based crew that can consistently meet production targets.

Day-to-day activities could range, for example, from operating a chainsaw or heavy equipment to managing crew personnel issues to representing MARS at meetings with project partners and assisting with grant proposal development. Additional information about the background and vision of the project are below.

There is also an opportunity outside of the field season for the successful applicant to provide support or take the lead on additional/special projects that serve to advance Mt. Adams Resource Stewards' efforts that focus on community-based natural resource management strategies to advance our mission of sustainable connections between the land and local communities across one of the more spectacular landscapes in the Pacific Northwest. More can be learned about MARS at www.mtadamsstewards.org.

POSITION SUMMARY

The squad lead is an organized, detail-oriented manager who thrives in carrying a project from inception to completion, has strong leadership skill and management experience, and knowledge of fuels management, forestry, prescribed fire, Pacific Northwest ecology, and stewardship work. The squad lead will be responsible for fostering the discipline and accountability needed for programmatic success while promoting the cultural and personal wellbeing of the Stewardship Crew. The squad lead also oversees the safety of the crew, management of the shop and all apparatus, equipment and supplies assigned. The nature of this work is such that considerable initiative and independent judgment are exercised in the performance of duties. The squad lead ensures that the crew has the resources, support, and structure needed to be safe and thrive, to effectively deliver project goals, and to develop crew members as leaders within MARS and in externally-facing roles with MARS's partners, stakeholders, and the public.

The squad lead will work closely and collaboratively with the Stewardship Crew Project Lead, other squad leads, the Saw Program Manager, and partner organizations to set up MARS's Stewardship Crew for long-term success, to ensure that the goals of MARS are met and to effectively identify and resolve both immediate and systemic barriers to the whole team's success. The position is estimated to be approximately 15% administrative work in the office, and 85% field work. Most office work occurs in the winter months.

DUTIES AND RESPONSIBILITIES

- 1) **Oversee Effective Crew Operations Safety & Wellbeing:** 75%
 - Support the learning and professional development of crew. Develop personalized learning plans for crew consistent with individual needs, interests, program goals and capacity;
 - Support crew in developing their knowledge and skills to educate and lead in various settings, including with the broader stewardship community and the public;
 - Support crew in developing their ability to manage and lead volunteers;

- Support crew's day-to-day work, helping to resolve problems and remove roadblocks, and ensuring that work is completed in an efficient, safe, and effective way;
- Build a safe and supportive work environment for newer fire practitioners;
- Conduct performance evaluations for crew members;
- Provide/help facilitate on-the-job training in the field for 6 - 20 MARS Crew members, including topics such as: chainsaw cutting, safety and technique; prescribed fire skills, data collection, etc.;
- Participate in the hiring, onboarding, and training of new crew members;
- Communicate and enforce department policies and standard operating procedures;
- Ensure accurate Crew attendance records and project codes for billing;
- Implement fuels management projects, with attention to accuracy, detail and safety;
- Proactively identify and resolve problems that may impact the crew's wellbeing and their ability to deliver on goals, bringing issues and recommendations to MARS management;
- Resolve any disciplinary issues of Crew;
- Work with Human Resources Manager and Project Lead to conduct performance evaluations and recommend merit pay increases and disciplinary actions;
- May perform duties of the Project Lead in his/her/their absence;
- Attend site visits with Program Lead and create written site / project assessments and prescriptions. Assist program lead in preparing proposals, timelines, estimates and contracts for client / landowner for various project types (primarily includes prescribed and cultural burns, fuels reduction, oak woodland restoration, riparian restoration, invasive plant removal, and community-based field projects);
- Understand and follow tribal consultation processes when working on tribal lands;
- Work with Project Lead and MARS Leadership to develop management goals and methods for each MARS project in order to manage field work and ensure the delivery of high-quality project outcomes;
- Create materials (such as written summaries, spec sheets, drawings) for job sites as needed to communicate goals and methods to clients and MARS staff;
- Manage budget and timeline to track progress for MARS field projects on public, private, and tribal land; work with Program Lead to course correct where needed to achieve project goals;
- Maintain organization-wide rate sheets and enter budgets into Project Tracker for invoicing and grant management;
- Develop field staff schedule based on balancing partner and organizational needs, adapt schedule as needed; communicate the schedule and changes effectively to the team;
- Prepare tools, materials, equipment and supplies lists for procurement by Program Lead, for specific jobs and general operations as needed;
- Develop project monitoring protocols with MARS Monitoring Coordinator and implement with field staff as needed;
- Map progress on projects and provide project updates to partners as needed, using software like Avenza, Field Maps, Survey123;
- Work with Program to orient crew to the job site and provide ongoing support throughout the completion of the project;
- Provide on-the-job training and mentorship in the field as needed.

2) Oversee Shop, Tool & Vehicle Management: 5%

- Support the Saw Program Manager to oversee cleaning and maintenance of the MARS shop, and all apparatus, equipment, PPE, and supplies as well as oversee inventory of such equipment and supplies;
- Ensure that MARS has effective systems for assessing and prioritizing needs, purchasing, maintaining, and inventorying equipment and gear;
- Oversee upgrades to the facilities & equipment as needed.

3) Grants / Fundraising: 5%

- Work with Program Lead on grant proposals, budgets, and project plans to sustain program funding;
- Support grant reporting and administration by interfacing with the Program Lead and finance team, providing up-to-date budgetary/progress information on projects and grants.

4) Team Collaboration: 10%

- Lead daily briefings and After Action Reviews;
- Attend and facilitate weekly crew meetings, training, and team-building activities, etc.;
- Mentor and supervise MARS Stewardship Crew and oversee implementation of field work;
- Attend events, meetings, interface with the public as a TERA representative.

5) Other duties as needed: 5%

PROFESSIONAL QUALIFICATIONS:

Minimum Qualifications:

- Two or more years of experience in forestry, fuels management, fire suppression, or a closely related field
- Two or more years of supervisory experience. Demonstrated success in team-building, training, and mentorship
- Strong coaching and team-building orientation. Ability to effectively instruct and impart necessary skills to colleagues and direct reports
- Strong communication skills with the ability to listen well, and write and speak effectively
- Able to contribute to a high-functioning, collaborative team environment
- Knowledge of and demonstrated ability in prescribed fire / wildland fire suppression / cultural burning, as well as chainsaw fuels management treatments
- Considerable knowledge of the safety practices, uses, and operating methods of apparatus, equipment, and supplies used in fuels management treatments and wildland firefighting operations
- Ability and willingness to conduct public presentations and to represent MARS in a professional manner

- Willingness to learn about contemporary challenges, concerns, and interests of the South Mount Adams community and ecology
- Two or more years experience working effectively with diverse groups, ability to build and maintain strong working relationships
- Qualified with First Aid / CPR, Wildland Chainsaws (S212) (or equivalent chainsaw training)
- Ability to pass arduous wildland fire physical fitness qualification test within two weeks of appointment and maintain fitness qualification on at least an annual basis to retain NWCG Red Card Qualifications per PMS 310-1
- Able to work with diverse groups, build and maintain strong working relationships
- Able to develop and follow a prioritized plan of work, set and keep deadlines and work on multiple projects concurrently
- Highly organized & strong communication skills with the ability to listen well, and write and speak effectively
- Proficient in utilizing a variety of mapping applications - Google Earth, Avenza, FieldMaps, Survey123
- Proficiency and flexibility with office technology including Microsoft Office, Google Suite, smartphones, digital camera, Zoom
- Vehicle and valid driver's license
- Minimum High School Diploma or GED

Preferred Qualifications:

- Advanced firefighter/prescribed burn-related qualifications are a plus, as we explore future possibilities for the program
- Familiarity with CEQA and NEPA process, working experience preferred
- Two or four year college degree in a relevant field such as natural resource management, forestry, etc.
- Participation in outdoor activities, work, lifestyle, and/or pursuits
- Experience working with Tribal communities
- Proficient with ArcPro & ArcGIS Online
- Qualified as a Faller 1 (C-Faller) or Faller 2 (B-Faller), and demonstrates a high level of safe chainsaw and felling operations.
- Qualified with one of the following: Firefighter Type 1 (FFT1), Crew Boss (CRWB) or Engine Boss (ENGB), or Prescribed Fire Burn Boss Type 3 (RXB3) per National Wildfire Coordinating Group Red Card standards (PMS 310-1)

**Growing Local Stewardship Capacity:
Vision and Planning for a Mt. Adams Stewardship Crew**

Background

In over ten years of developing and implementing projects designed to restore, enhance and steward the forested environment of the Mt. Adams region, Mt. Adams Resource Stewards (MARS) has been challenged by the lack of locally-based, skilled contractors able to address various project needs. These needs have included activities such as preparation for and

implementation of prescribed burns, pre-commercial thinning, fuels reduction work and tree planting. While the region has strong representation from businesses that work in areas that have traditionally provided substantial contracting opportunities (i.e. timber harvest), as well as fewer small specialized businesses, such as tree care/chipping businesses, medium sized projects that require a combination of hand labor and/or specialized skills/qualifications have difficulties attracting bidders. MARS has conducted trainings and developed informal and web-based networks in an effort to encourage and support local business growth in this area with very limited response and success.

The concept of a cross-trained stewardship crew based in the Mt. Adams region is a reflection of both a niche that MARS perceives to currently be devoid of sufficient contractors, as well as a fundamental belief that both our communities and the natural environment are safer, better managed, and more productive and prosperous when we realize opportunities for local people to connect with and benefit from exemplary management of natural resources. The predominant experience as far as forests in the region since the early 1900's has been more focused on harvest and commercialization of trees that were naturally established in many cases long before today's inhabitants arrived in the area, as well as suppressing historic forces, such as fire, that shaped these forests. Our belief is that this history and the ensuing impacts to forested landscapes require a period where local literacy and leadership around other aspects of a forest ecosystem's recovery, growth and maintenance receive a greater focus. The cross-trained stewardship crew is our initial effort at providing a local vehicle for training and activating a local, stewardship workforce.

Vision

The initiative is guided by the following vision:

The Mt. Adams Cross-Trained Stewardship Crew will bring a highly trained, skilled and productive team of forestry technicians with advanced knowledge of local issues and considerations to provide land managers with stewardship solutions not previously available in the region. Activities for the crew that have been identified by MARS and partners include:

- forest stand improvement/stewardship work using hand and power tools (i.e. chainsaws) to address non-commercial components of commercial thinning projects to meet stewardship objectives;
- preparation for and implementation of prescribed burning through fireline preparation, pruning and thinning of sub-merchantable trees, burn plan development and approved use of fire;
- timber stand improvement and stewardship project tree marking and unit layout;
- upland and riparian tree and shrub planting;
- defensible space and shaded fuel break development in the wildland-urban interface;
- habitat enhancement projects, such as snag creation (topping, girdling), coarse woody
- debris placement, beaver dam analogue construction, etc.,
- noxious weed removal;
- wildfire suppression support if/when necessary.

Guiding Principles and Interests

The crew is built around the following principles and interests:

- Local knowledge matters, as does a connection, sense of ownership, and pride in a place and the resources we steward;
- A strong work ethic is essential, as is the need to work intelligently without ever compromising safety;
- Resource stewardship isn't just a job, but a vocation to which we are dedicated;
- Enjoyment of our work is also important and built upon camaraderie with fellow crew members and MARS staff, respect for individual differences and strong communication habits;
- As service providers our clients include not just land owners and managers, but the land itself that we steward – treat them all well!
- Frequent training and capacity building opportunities contribute to professionalism and advancement of crew members' career goals – crew members will work with squad lead and MARS staff to identify interests and opportunities to pursue them;
- Help MARS advance our interest in demonstrating exemplary land management and what it can mean for our local communities.

*READY TO APPLY? Please send your resume and cover letter via email with the subject line "squad lead" to Lucas@mtadamsstewards.org and use the following naming conventions for your files:
LastNameFirstName_CrewLeadApp (Resume or CoverLetter)*

*Position open until filled. Applications reviewed on a rolling basis.
For more information, email Lucas@mtadamsstewards.org*