

Groundwork Denver Green Team School Year Supervisor Job Description

Groundwork Denver is looking for leaders aged 18-25 to supervise, mentor, and coordinate the Summer Youth Green Teams.

Groundwork Denver Overview

Groundwork Denver is a 501c (3) non-profit organization located in Denver, Colorado. Groundwork Denver's mission statement is to partner with youth and community to build a healthy, equitable, and sustainable environment. We are “doers”, not “talkers”. We plant trees, we improve parks, we clean up rivers, we grow food, we insulate houses, and we coordinate thousands of volunteers to help.

Green Team Overview

The Youth Green Team is a employment program for youth aged 13 to 18-years old. Participants will work on projects focused on improving the physical environment and health and well-being for the Denver metropolitan area, as well as our public lands, including national forests, parks, and wildlife refuges. Past projects have included planting community gardens, cleaning up area waterways, city parks and open spaces, community events, tree plantings, neighborhood beautification, connecting residents with resources, habitat restoration and more. During the school season, supervisors are **expected to work approximately 7-12 hours per week after school or on weekends depending on the work projects**, from **September 15th, 2022, to May 13th, 2023**, leading, coordinating, and supervising improvement projects, community engagement activities, job skills training and leadership development.

Responsibilities:

Leadership and Mentorship

- Manage, supervise, coordinate, and participate in day-to-day organization of team members and projects
- Implement skills training
- Facilitate informal discussions to contribute to team members' personal growth and group dynamics
- Promote a healthy community and individual member development.
- Lead by example by demonstrating strong work ethic, skills, and environmental results.
- Drive 12-15 passenger van (if approved) for trips and other special occasions
- Organize tools and food; lead positive and educational camp life culture when camping

Safety and Risk Management

- Monitor and promote the crew's physical and emotional safety on and off the work site.
- Lead teams safely on proper use of tools.
- Follow safety procedures, including informing appropriate staff of incidents and concerns.
- Complete required supervisor training including CPR/First Aid, Mandatory Reporting, and Driver Safety.
- Follow and implement all current Covid-19 protocols for self and team.

Project Management and Implementation

- Train and motivate teams to complete environmental projects in cooperation with partners and host sites.
- Coordinate project planning with Program Director and other project leaders.
- Connect with community partners to plan and implement projects that align with Groundwork Denver's mission

Administration

- Complete documentation: timesheets, daily and weekly reports, evaluations, surveys, incident reports, etc.
- Manage grant budget(s)
- Participate in hiring and evaluation of youth in cooperation with Program Director.
- Timely coordination with Project leads and Program Director via email, text, phone calls, and leadership meetings.

Qualifications:

- Live or attend a school, recreation center, or place of worship in one of the following communities: Westwood or the City of Sheridan.
- Be able to do physical labor outside for up to 8 hours often in adverse conditions
- Be able to bicycle long distances, handle tools, and lift 25lbs of material
- Be able to implement safety and management regulations
- Have skills in project planning, coordination and facilitation
- Be able to speak, understand, read, and write English (Bi-lingual Spanish preferred but not required)
- Additional work opportunities (COVID-19 permitting) may include traveling to a National and State Parks and connecting with the Groundwork USA network.

Green Team Work Scope Overview

Green Team work projects consist of the following:

- Healthy eating and active living through garden building, weeding, planting, harvesting, participating in farmers markets, encouraging healthy habits.
- Environmental resource management: Public Parks, Forest, and Wildlife Refuge maintenance, trail work, tree planting, water stewardship, invasive species removal, and advocating for healthy environments.
- Community Engagement: Helping with outreach and implementation of neighborhood events, door-to-door outreach connecting residents with helpful resources and information, giving public feedback regarding neighborhood amenities, seeking out community feedback regarding environmental challenges, and presenting to community members and representatives about the Green team experience.

***Substance Free**– In accordance with a drug-free workplace, alcohol, tobacco, and drugs are prohibited in and around the Groundwork office and worksites.

Wage and Benefits

- \$17.00-18.50/hr. Up to 130 hours (more hours may be available depending on funding)
- Workers compensation is provided for all supervisors and youth.
- Sick time is provided for all supervisors and youth

Work Schedule

- Supervisors are scheduled to work 7-12 hours a week
- Supervisors will set a regular schedule with team during after-school and weekend hours.

Steps To Apply:

- Complete Application on website: www.GroundworkColorado.org
- **Email the following to Joseph Cordova** (Joe@groundworkcolorado.org)
 - **Resumé** -detailing your education, work experience with youth, and any other relevant experiences which makes you a competitive applicant.
 - **Cover Letter**- explaining why you would be a good fit as the Green Team Supervisor and your experience working with underserved/disadvantaged youth.

If you have questions, please call the Groundwork Denver office at 303-455-5600 and ask for Joe Cordova, or call Joe directly @ 720-296-7687.

Groundwork Denver provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ethnicity, religion, gender, gender identity, gender expression, sexual orientation, national origin, age, disability, marital status or civil union status, past or present military service, or any other protected classification. This policy applies to all employment decisions, including recruiting, hiring, placement, promotion, termination, layoff, compensation and training.



This year each Groundwork Denver Green Team is part of a coalition of organizations funded by Great Outdoors Colorado (GOCO) lottery taxes to help youth access the outdoors. If you, your friends, or family are interested in ways you can get involved with summer camps, employment opportunities or free access to outdoor recreation activities please ask and we will connect you with our coalition partners. You can also follow each of the coalitions and become a part of Generation Wild by using the URLs below:

<https://www.facebook.com/gowildnortheastmetro/>

<https://www.denvergov.org/content/denvergov/en/denver-parks-and-recreation/recreation-centers-pools/myoutdoor-colorado.html>

<https://generationwild.com/>