



Title: Temporary Trail Crew Leader

Type: Temporary

Pay Range: Skilled

Department: Administration

FLSA Status: Non-Exempt

Revised: 08/2019

DEFINITION

Responsible for leading and directing the trail maintenance crew in the construction, maintenance, and repair of trail facilities. This position is also required to perform a variety of semi-skilled tasks in the construction, maintenance, and repair of trail facilities.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Trails Manager, or designee.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Duties include, but are not limited to:

- Lead and provide direction to volunteers, fire crews, and small trail crews.
- Perform general grounds cleaning.
- Drive vehicles used to transport materials, tools, and equipment as required.
- Perform maintenance and construction on the Mammoth Lakes Trail System.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Standard practices, methods, materials, and equipment used in trail construction and maintenance work.
- Operation and application of a variety of trail construction tools and equipment.
- Occupational hazard and safety precautions.
- Safe work practices.
- Sustainable trail design and construction techniques.

Ability to:

- Lead, supervise, and direct others.
- Use a variety of maintenance equipment and materials.

- Understand and carry out oral and written instructions.
- Maintain effective relationships with those contacted in the course of work.
- Be present and available for work.

Experience and Training:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Equivalent to completion of the twelfth grade. Specialized training/experience in trail maintenance is preferred.

Experience:

Two years of experience in trail maintenance, including one year of supervisory experience is required.

Licenses:

Possession of, or ability to obtain within the state required timeframe, a valid State of California Class C Driver's License with an acceptable driving record. Must pass an appropriate background check prior to the hire date.

TOOLS AND EQUIPMENT USED

Frequent operation of motorized vehicles and equipment including, hand tools, power tools, and mechanized equipment (Rock Bar, McLeod, Pulaski, Chainsaw, Metal Rake, Rock Drill, Small Generator, Wheel Barrel).

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is continuously required to use hands to finger, handle, feel, and operate objects, tools, or controls. Frequent, repetitive use of arms and wrists is required. The employee will frequently be required to reach above or below their shoulders. The employee is frequently required to stand, walk, talk, smell, and hear. The employee is frequently required to bend, stoop, and twist and frequently required to crouch, squat, and climb ladders and stairs. Occasionally, the employee will be required to kneel and crawl.

The employee must frequently lift, carry, and/or push and pull up to 75 pounds and occasionally lift, carry, and/or push and pull up to 100 pounds with assistance. Specific vision abilities required for this job include

close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in writing, orally or in diagram form and analyze and resolve problems involving a variety of situations, using standard industry and departmental processes and/or procedures. Ability to define problems, collect data, establish facts, and articulate valid conclusions, and interpret an extensive variety of regulatory or technical instructions.

WORK ENVIRONMENT

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions, which may include extreme heat. The employee frequently works near moving mechanical parts and occasionally in high, precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. This position is required to drive in various conditions to check status of projects and inspections.

The noise level in the work environment is usually quiet in the office, and moderate to loud in the field.

GENERAL

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The Town reserves the right to revise or change classification duties and responsibilities as the need arises. The description does not constitute a written or implied contract of employment.

Employee will be subject to pre-employment and random drug and alcohol tests per Department of Transportation regulations and Town of Mammoth Lakes policies and procedures.

Received and Reviewed by: _____
Employee Signature Date