

CLASSIFICATION: CREW LEADER

CAREER PATHWAY: Youth Client Services

General Statement of Work: Provide direct services such as barrier resolution, life skills training, and job coaching to participants engaged in crew-based training activities. Assignments may include:

- Provide supervision to clients placed in a crew training activity.
- Assist the Employment Specialist in providing self-sufficiency planning, plan implementation, life skills training, and barrier removal by addressing day-to-day issues out in the field.
- May support Employment Specialists in academic enrichment and/or group learning activities and provide on-going feedback to on client progress.

Functions: The essential and other job functions required of assignments within this classification are listed below. However, specific job duties may vary considerably between different assignments.

1. Work alongside youth in a variety of projects (e.g., forestry, landscaping, construction and other community projects), provide strength-based role modeling and coaching on job readiness and training. Some strenuous work may be required (e.g., hiking, lifting heavy objects).
2. Train, supervise, and evaluate crew members in proper use of tools and safety. Implement safety standards including appropriate attire, poison oak prevention, etc. Crew Leaders are required to be certified in First Aid/CPR training.
3. Under the direction of an Employment or Crew Field Specialist, work with participants to resolve barriers to self-sufficiency. Refer clients to appropriate community resources to resolve employment and/or educational barriers.
4. Document and compile statistics on client progress and project accomplishments.
5. Establish and maintain effective working relationships with program participants, Job Council staff, business clients, representatives of other agencies, and the public.
6. Transport participants in crew vehicles to the service site each day.

Work Environment: Crew Leaders will be required to perform physical job duties along-side participants at various worksites in various weather conditions in the community. Job assignments may be outside of traditional work hours.

Physical Requirements: Crew Leaders must be able to perform the essential functions of the classification and job assignment with or without reasonable accommodation.

Desirable Qualifications

Knowledge of: Interpersonal communication skills; youth development, successful work ethics; motivation through positive reinforcement; learning styles.

Demonstrated ability to: Motivate and gain trust of youth; facilitate client discussion groups; exercise independent judgment; work harmoniously and effectively as a team member; and with clients, work site employers, other TJC employees, staff of partner agencies.

Experience and training:

1. Graduation from an accredited two-year college with major course work in the social science field and one year's experience in social service or related field
2. Any equivalent combination of experience and training/education which provides the knowledge, skills and ability to perform the essential functions of the classification.

This classification requires the ability to travel, both within and outside the service area. If driving own or Job Council vehicle on Job Council business, must have a valid Oregon driver's license and an acceptable driving record. Ability to pass a criminal background check is required.

Compensation: Non-exempt wage range 11. Benefits are as described in The Job Council's Personnel Policies.