



SCMTS Job Description

Trails Laborer, Specialist 1-3

About SCMTS

The Santa Cruz Mountains Trails Stewardship (SCMTS) is a nonprofit trail stewardship organization dedicated to trail building, responsible land management, and education. We work to support, preserve, and expand sustainable trail access throughout the Santa Cruz Mountains area. We're trail builders, resource management experts, and outdoor enthusiasts who are driven to provide legal, equitable, and sustainable trails for all users.

Position Summary

The Crew Lead is a full-time, hourly position responsible for day-to-day operations on trail maintenance and construction projects including safety, work planning, volunteer coordination, and supervision. This position will work under direct oversight of the Superintendent with general direction from the Construction Manager.

The Trail Laborer/Specialist is a full-time, non-exempt, hourly paid position responsible for trail construction and operation duties. Work includes hand tool use, equipment operation, evaluation of trail, and tool and equipment maintenance; performing marketing, administrative, and education tasks; and executing scopes of work. These positions work under direct oversight of the Superintendent and Crew Leads, and occasionally works with the Construction Project Manager, Planner and Planning Director, as well as land managers, clients and the general public to help further SCMTS' overall mission. Trail Specialists should have a keen sense of customer service as well as a desire to always represent SCMTS in a positive manner.

Physical Requirements for ALL Positions

- Occasionally required to hike 5-10+ miles per day
- Occasionally required to mountain bike trail ride 20+ miles per day
- Frequently required to utilize hand and finger dexterity
- Occasionally exposed to wet and/or humid conditions
- Work near moving mechanical parts
- Work in steep, precarious places
- Required to lift 50lbs repeatedly
- Required to lift 100lbs occasionally
- Work around fumes, airborne particles, or toxic chemicals



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- Work in burn areas with hazard trees and other fire related hazards (Personal protective equipment provided by SCMTS)
- Continually exposed to outside weather conditions, including extreme heat and cold
- The majority of work occurs outdoors in remote locations
- While performing the duties of this job, the noise level in the work environment is usually moderate, but can be very loud when working on construction projects
- Wear personal protective gear correctly most of the day

Time Commitment

- Work schedule is typically Monday - Thursday as well as weekend events, such as Dig Days (1-2 weekend days per quarter). Work schedule and hours per week may change subject to weather and other project related time constraints.
- Work time is generally Monday through Thursday from 6:00 a.m. to 4:00 p.m.

Career Progression

Laborer → Trails Specialist I → Trails Specialist II → Trails Specialist III
(Specialists may also become Crew Leads)

Equal Opportunity Policy

The Company is an equal opportunity employer, drug-free workplace, and complies with ADA regulations as applicable. We particularly encourage applicants from minority and underrepresented groups.

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the financial success of the organization, its stakeholders, and its employees. Equal access to programs, services, and employment is available to all qualified persons.



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Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative.

To Apply

Submit a cover letter and resume jobs@santacruztrails.org and quote the job title in the subject line. Please include any pertinent information, including professional and personal experience, that is relevant to the position. The position is open for applications until filled.



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Trail Laborer (Entry Level)

This role is an entry level trail construction staff to support and expand our trail and park stewardship program in the near future. Trail Laborers will work with our trail crew to implement trail and park construction projects. This position is ideal for candidates who are looking for experience in construction, natural resources management, parks and recreation management, or other related fields.

Qualifications

The below are desired when starting as a Trail Laborer and priorities for development if lacking.

- Volunteer or professional experience building and maintaining trails.
- Demonstrated knowledge of basic trail construction, maintenance and design.
- Ability to work independently as well as part of a team.
- Excellent organizational and time management skills, ability to follow written and oral direction, and superb communication skills.
- Ability and desire to work with volunteers with a diverse range of backgrounds and skill levels.
- Ability to follow oral and written directions.
- Ability to use hand tools for trail maintenance and building.
- Basic chainsaw use and maintenance experience is considered an asset.
- Willingness to work hard in a fast paced environment.
- Enjoys physical labor and long days in the outdoors.
- Willingness to learn new skills and ask for help when needed.



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Additional Desired Skills

- Knowledge of SCMTS, familiarity with trail building and recreation communities throughout California.
- Complimentary trade skills such as equipment operation, carpentry, mechanical aptitude, etc.

Status, Compensation and Benefits

SCMTS strives to create a positive and fulfilling working environment and provide competitive salary and benefits.

Pay scale \$20-25 per hour DOE

If an employment contract is expected to be long-term and full-time, SCMTS immediately provides upon hiring:

- A generous 4-day week working pattern running from Monday to Thursday for full-time employees
- A comprehensive benefits package paying 100% of employee premiums for health, dental, and vision insurance with competitive family coverage options
- A 401K retirement plan and matches for each dollar contributed up to 3.5% of employees' salary per year
- Annual paid leave benefits include 7 holidays, 5 sick days, and 12 vacation days
- Week of July 4th off; week of Christmas off
- Industry discounts
- Work on prevailing wage projects will be paid at the prevailing wage rate based on trade being performed (laborer, carpenter, operator, etc.). The balance of the value of fringe benefits minus the cost of SCMTS provided benefits will be paid in cash
- You will be reimbursed for mileage, travel, and other business-related expenses as approved by your supervisor
- Probationary period of 6 months

Entry level/temporary positions will begin to acquire benefits after 3 months of employment.



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Trails Specialist I (TS1)

Position Description

Responsibilities

- Perform challenging physical labor for long periods performing trail work
- Follow safety guidelines, participate in safety meetings and always use PPE
- Arrive on time and ready for work, according to the schedule set by the Superintendent
- Committed to performing the highest quality work and desire to learn and grow knowledge and skill set
- Initiate and maintain general cleanliness on the trails, work areas and yard
- Maintain a positive and friendly attitude and demeanor in all internal and external interactions
- Attend training as required
- Maintain work logs and track hours worked using time tracking software
- Work independently in a variety of situations including trail construction, and volunteer organizing
- Familiar with machine and tool preventative maintenance techniques
- Familiarity working in a not-for-profit business environment and with volunteer advocates
- Experience working in a team environment
- Greet, orient, train, and supervise volunteers including monitoring safety and work quality
- Ability to take written and verbal direction from SCMTS staff, Land Managers and clients to complete project goals
- Other duties as assigned



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Qualifications

The below are desired when starting as a Trails Specialist I and priorities for development if lacking.

- Previous experience on construction crew, trail crew, conservation crew, or other natural resources field experience
- Proficient with hand tools for trail work
- Thorough understanding of basic trail theory:
 - User experience and aesthetic considerations
 - Drainage and water management structures and techniques
 - Basics of rock armoring and rock wall construction
 - Understanding of basic standards of quality and safety
- Proficient operator of dumper, plate compactor, and jackhammer
- Safe chainsaw use for simple bucking/brushing (A/FAL3 equivalent)
- Apprentice level operator of excavator, loaders, and compactors
- Off road driving including attaching/towing trailers
- Ability to safely load and secure equipment/materials in trucks/trailers
- Basic natural sciences knowledge (tree ID, understanding of basic environmental regulations, etc.)

Status, Compensation and Benefits

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Pay scale \$25-28 per hour DOE

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Trails Specialist II (TS2)

Position Description

Responsibilities

- All aspects of TS1 +
- Efficiently and safely construct trail as lead excavator on challenging machine construction projects including steep slopes, rocky terrain, and bike optimized trail
- Effectively supervise conservation crews (ACE, CALFIRE, CCC, SCA, SJCC, etc.) to implement trail projects.
- Able to independently plan and flag out work for large volunteer workdays and/or professional crew projects
- Fuel and maintain machines in accordance with industry standards, acquire supplies needed to replace and or maintain equipment
- Work closely with Trail Lead to implement best safety practices throughout projects and daily
- Meet goals and objectives as defined by the superintendent/ land manager
- Provide SCMTS Directors, and supervisors with project status updates

Qualifications

- All aspects of TS1 +
- Minimum 3 years full time work experience @ TS1 skillset with increasing skills/responsibilities
- Journeyman skill level operator of excavator, loaders, dumper, dump trucks, compactors, trailers etc. (500-1000 hrs seat time)
- Motivated and can work unsupervised, make onsite decisions and know when to ask for help
- Basic equipment maintenance (oil/fluid change, filters, hoses, tracks)
- Advanced knowledge of trail theory



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- Fine flagging of trail corridor including use of clinometer & gps
- Switchback staking and layout in the field
- Basics of natural history relevant to trail projects (rare species, plant id, etc.)
- Understanding of basic geomorphic and soil characteristics (able to “read” the landscape)
- Structural dry stack rock wall construction principles including layout, rock choice, rock shaping, and stabilization
- Safe movement of large rocks/logs using griphoist and rigging
- Volunteer project planning skills including flagging/description of work, estimation of tasks, setting crew assignments, etc.
- Competent shaping of rollers, berms, jumps on bicycle oriented trails/jump parks/pump tracks
- Skilled at safe chainsaw use including falling of low hazard trees (sound, falling with lean, moderate size). Equivalent B/ FAL2

Status, Compensation and Benefits

SCMTS strives to create a positive and fulfilling working environment and provide competitive salary and benefits.

Pay scale \$28-32 per hour DOE

If an employment contract is expected to be long-term and full-time, SCMTS immediately provides upon hiring:

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Trails Specialist III (TS3)

Position Description

Responsibilities

- All aspects of TS1 + TS2 +
- Demonstrate leadership in coordinating and supervising complex trail construction tasks and projects
- Reporting - maintain daily field log and notify Superintendent of all pertinent jobsite information
- Lead onsite Job Hazard Analysis
- Mentor and train trail specialists and laborers
- Ensure the jobsite is kept clean, tidy and organized
- Log and report to the superintendent of any on-site injuries or accidents
- Keep a positive attitude and desire to keep learning new skills

Qualifications

- All aspects of TS1 + TS2 + minimum 5 year full time trail specific or highly relevant work experience
- Knowledge of construction industry best practices with demonstrated history of quality products and safe jobsite practices
- Trail corridor layout including identifying positive and negative control points in landscape, layout of average grades between control points, including ability to understand line of sight, trail flow, user speeds, soil conditions, landscape properties, sensitive resources, switchback/structure locations
- Bike park feature layout and sizing, with thorough understanding of speed, flow, drainage, spacing, radius, etc.
- Falling of complex/high hazard trees (side/back lean, rot/defect, large diameter, hangups) including use of rigging. Equivalent C/FAL3



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- Detailed knowledge and practice of rigging systems including safety, calculating forces, choosing proper load ratings, and safe implementation of advanced systems like skyline or high lead for material placement/transport
- Professional Journeyman equivalent tradesmen skillset
- IE. Carpenter, Arborist, Mason, Ironworker, Operator, etc.
- Advanced equipment maintenance including, bushing replacement, hydraulic system maintenance, undercarriage replacement, diagnostic skills, etc.
- Competent in a variety of office-based software systems (e.g., MS Word, Excel, PowerPoint, timecard systems)

Status, Compensation and Benefits

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