



Urban Ecology Teen Internship 2023

Crew Leader Job Description

Position: Crew Leaders (2)

Wages: \$18/hour

Start Date: June 22, 2023

End Date: August 22, 2023

Hours: 9:00am-4:00pm – Approx. 22hr/week

Primary work location: Field Office at Van Cortlandt Golf House

About Van Cortlandt Park Alliance (VCPA)

VCPA preserves, supports, and promotes the recreational, ecological, and historical value of Van Cortlandt Park in partnership with NYC Parks.

Crew Leaders play an important role in the successful operation of the Urban Ecology Teen Internship program (Eco Teens). They serve as role models for Bronx high school students by demonstrating responsible and positive work habits. Through special projects and enrichment activities, Crew Leaders will teach basic plant identification and lead basic forest and trail restoration work. Crew Leaders also support student learning at Manhattan College lectures, where interns will take a college level course. Crew Leaders assist with facilitation of field study lessons, program preparation, end-of-year celebration, and other tasks as needed. Crew Leaders report directly to the Program Director.

Duties Include:

- Supervise approximately 20 high school students in ecological restoration work in Van Cortlandt Park and offsite at Manhattan College.
- Act as a role model, promoting strength-based approaches.
- Create a safe, fun, and supportive environment for 10 crew members in field work and hands-on activities at various locations throughout the park.
- Manage attendance, timesheets, site projects, and Interns' safety.
- Design, organize, and lead team meetings that promote learning, teamwork, and participation.
- Develop creative study techniques for college class and provide academic support.
- Assist Program Director with administrative duties as needed.

Requirements:

- Proof of COVID-19 vaccination
- Must have completed one year of college.
- Enthusiastic, energetic and positive attitude.
- Experience working with youth.
- Experience working outdoors.
- Must have some knowledge in the natural sciences.
- Strong communication and interpersonal skills.

TO APPLY:

Send resume, cover letter and two reference letters to: urbanecoteens@vancortlandt.org

Deadline to apply: May 20, 2023

Applicants will be interviewed on a first come, first served basis until the two positions are filled.

Van Cortlandt Park Alliance is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.