



Environmental Youth Alliance

JOB DESCRIPTION

Youth Habitat Crew Leader (P1)

Last update: Apr 2025

32 hr/wk

PROGRAM PLANNING & DEVELOPMENT

- Learn about and collaborate on the development of work plans for multi-week land-based employment training for 4-6 Crew Members ages 14-25, based on program themes & stewardship tracker
- Support the completion of daily overviews for each work day based on the program overview
- Learn about and assist in designing lesson plans and curricula on native plants and wildlife habitat

PROGRAM DELIVERY

- Support the planning and co-facilitation of multi-week land-based employment training for 4-6 Crew Members, ages 14-25
- Apply a trauma-informed and decolonial lens to lesson plan delivery
- Co-lead lesson plans on job skills in ecological restoration, native plant horticulture, environmental education, and employability skills
- Co-coordinate lesson plan logistics (materials purchase, scheduling guests, etc.)
- Support the hosting of Indigenous Elders and Knowledge Keepers sharing cultural teachings
- Learn about and support the stewardship of relationships with Indigenous Elders and Knowledge Keepers
- Assist with sending program reminders (texts & emails) to 4-6 Crew Members
- Meet with co-facilitator weekly throughout the program season
- Support the mentorship of Crew Members
- Assist in addressing poor attendance as needed
- Support Crew Members with goal setting and achievement through program season
- Support and collaborate with Program Coordinators in the delivery of younger youth programs

PROGRAM SITE TASKS

- Help to maintain and improve EYA's plant nursery and stewardship sites through weeding, watering, and planting
- Work as a team to remove blackberry, English ivy, and other invasive species
- Dig a large pit to support on-site composting
- Purchase tools and materials as needed
- Complete small carpentry and construction projects to improve EYA's garden sites
- Grow, care for, and plant native plants
- Help to maintain organized program supplies in EYA storage areas
- Support the youth garden redesign project, including decommissioning the existing compost structure and garden beds, and transplanting plants

ADMINISTRATION & OTHER

- Communicate weekly schedule and tasks for Crew Members
 - Upload photos and captions from work days as per the social media content calendar
 - Support program administrative tasks: invoices for guests, youth waivers, youth surveys, etc.
 - Assist with tracking attendance of Crew Members through the season and updating timesheet for payroll
 - Support the completion of Crew Member surveys and other CSJ paperwork
 - Support the Fundraising & Communications team with conducting participant interviews
 - Other activities as identified by the Program Manager
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Requirements

- Bachelor's degree in environmental studies, ecology, conservation, youth work, education, or a related field OR 2+ years equivalent of lived and/or professional experience
- 0-2 years experience in the land-based education, youth work, stewardship or related field
- Possess beginning to working knowledge of the land-based education and/or stewardship field's concepts and principles
- Experience with gardening and/or habitat restoration
- Experience leading/supervising youth, volunteers, or small teams

- Able to work outside in all weather conditions doing full days of physical work
- Able to safely use landscaping tools, hammer, saw, etc.
- Able to work responsibly and safely in urban parks and gardens
- Good communication and teamwork skills
- Able to work independently and take initiative
- Personal values fit with EYA mission and culture
- Satisfactory criminal record check, including vulnerable sector check
- Occupational First Aid Level 1 or willingness to obtain

Assets

- Alumni of EYA program
- Knowledge of trauma-informed practice
- Knowledge of local native plants and ecology
- Class 5 or 7 driver's license or plans to obtain