



## **Green Corps Director Job Description**

### **Groundwork Ohio River Valley Background:**

Groundwork is where Justice and the Environment meet. We link the environment to quality-of-life initiatives through engagement, education, and employment. As part of the Groundwork USA network and the National Park Service, we create programs and projects that address community needs.

### **Green Corps Director Overview:**

Groundwork Ohio River Valley (GWORV) is seeking an Green Corps Director to lead the Green Corps Program, a young-adult workforce development program focused on climate resilience work in the urban core, including green infrastructure, composting, energy efficiency, stream restoration, invasive species removal, reforestation, and professional development opportunities for young adult employees. The Green Corps Director is responsible for the safety and quality of fieldwork, maintaining client relationships, project management, and ensuring all program area goals are met.

### **Job Responsibilities and Duties:**

- Service as the supervisor of all Green Corps staff.
- Ensure project quality control and fieldwork oversight.
- Writing grant applications, project bids, and reports by measuring and reporting outcomes for the Green Corps program.
- Create and facilitate training and professional development for Green Corps staff.
- Participate in project development and design with the Executive Director and Senior Program Director on community-based projects.
- Maintain and build community and partnership relationships to ensure smooth implementation of Green Corps projects.
- Increase paid contract pipelines by networking and building new client relationships.
- Provide oversight into weekly project schedules for the crew based on current priorities, including training and events.
- Build a culture of teamwork, collaboration, and accountability for the Green Corps program.
- Final approval of Green Corps timesheets for accuracy and completion.
- Ensure the proper implementation of ecological fieldwork including tree planting, trail building, green infrastructure, and urban agriculture.
- Assist other program directors with fieldwork as needed.
- Contribute to technical curriculum development and training.
- Liaison with Groundwork USA on special projects as needed.



## **Requirements:**

- Valid driver's license or willingness to obtain.
- Demonstrated knowledge and work experience in the fields of applied ecology and restoration such as invasive species control, green infrastructure, and forestry experience (desired).
- At least two years of related experience.
- Strong project management skills.
- Excellent verbal and written communication skills.
- Demonstrated ability to demonstrate and promote leadership characteristics, motivate youth and young people, and serve as a role model for leadership behaviors.
- Ability to make timely decisions and take calculated risks based on available information.
- Ability to work remotely, on-site, outside, in the elements, on labor-intensive work projects
- Intermittent travel, nights, weekends, etc.
- Ability to manage and work on a team with diverse perspectives, values, and identities.

## **Preferred Qualifications:**

- Management experience working with young adults.
- Ability to operate large machines.
- Ability to interpret and execute building/design projects.
- Outstanding interpersonal skills and ability to work effectively as part of a team.
- Ability to work well under pressure and manage sensitive or controversial subjects with tact, kindness, and professionalism.
- Relevant lived experience.
- Experience in community engagement and advocacy.
- A passion for racial, environmental, and social justice.
- Proficiency with work productivity software, writing, and presentation software.
- A demonstrated ability to build and maintain positive partnerships.
- Experience with grants, budgeting, and fundraising.
- Understanding of climate change, climate impacts, and mitigation strategies.



## Employee Benefits Overview

- Full-time exempt.
- Pay Scale 3: \$55,000 starting pay, based on experience.
- Immediate eligibility for employer-sponsored benefits for employees working at least 30 hours per week, including the following:
  - Employer-sponsored health insurance, including H.S.A. option
  - Employer-sponsored dental and vision insurance
  - SIMPLE IRA with 3% employer match
  - \$50,000 of Employer-paid life insurance benefits
  - Flexible PTO + 2 weeks PTO + federal holidays

Cincinnati residents are strongly encouraged to apply. Groundwork is an equal-opportunity employer committed to fostering an environment that welcomes and embraces diversity. Groundwork does not discriminate based on race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. People of Color and those with other marginalized identities are strongly encouraged to apply.