103: FTA Trail Crew Leader

An FTA Crew Leader is any FTA volunteer or staff members who organizes and leads a FTA sponsored trail work activity. The skill sets listed below are those desirable for FTA Activity Leaders who lead trail work activities.

FTA CREW LEADER – Basic Skills Sets = Technical (maintenance and construction), management and leadership. Task: Manage objectives, volunteers and logistics for multi-day and single day FNST development, trail maintenance and construction projects and activities.

1. Technical trail skills:
   - Have a working knowledge of trail hand tools, power equipment and personal protective equipment (PPE). Perform tailgate safety briefings prior to work activities.
   - Have a working knowledge of blazing, clearing, signage and treadway development standards, application of treadway grubbing (plant removal) and proper brushing techniques.
   - Develop the learned ability to view the trail from a maintainer’s perspective. What needs doing?
   - Recognize minor issues before they become major issues or replicate themselves as bad practices.
   - Have a basic knowledgeable of trail design methodology and terminology.
   - Knows what a sustainable trail is and implement practices that reduce trail reconstruction and maintenance.

2. Management skills:
   - Coordinates with land managers, FTA Trail Coordinator and Section Leader for workplan and objectives both before and after the project.
   - Identify task and estimate time and crew size to complete trail work.
   - Determine tools, supplies and material required and availability of same
   - Coordinate transportation of volunteers, material, tools and supplies to and from worksite.
   - Has a backup / alternative workplan and site if the original site is unavailable.
   - Monitors weather and other factors impacting access and crew safety.
   - Communicates with volunteers, land manager and emergency services.
   - Insures emergency coordination, communications and documents are completed before work is started.
   - Makes crew assignments based on individual volunteer experience and skill level.
   - Records and reports workday / project details and accomplishments. Insure all volunteers are formally signed in.

3. Leadership skills:
   - Welcomes volunteers and communicates project objectives, crew assignments, meal plan and time frames.
   - Motivates volunteers to accomplish shared goals and quality performance.
   - Demonstrates an emphasis on volunteer safety and a safe work environment.
   - Interacts with and trains volunteers in safe tool usage and trail standards.
   - Engages in conflict resolution as needed.
   - Recognizes individual and crew achievement.
Make onsite (in the field) decisions concerning safety, logistics and volunteers as required.

Speaks up when something isn’t right!

Strives to ensure that every participant is included in the team and feels a sense of camaraderie and accomplishment.

Communicates end of project accomplishments and extends thank you(s) to volunteers.

**Advanced Crew leading Skills** = Trail corridor selection, design and alignment selection.

- Trail corridor planning with land manager, partners and other stake holders.
- Understanding of the Optimal Location Review purpose and process.
- Basic knowledge of the mapping and on-line tools available for trail corridor selection.
- Positive and negative control points.
- Basic fauna and flora knowledge of plant growth characteristics.
- Trail corridor flagging and trail alignment pin flagging.
- Sustainability / reduce long term maintenance, infrastructure and overall cost concepts.
- Topography / hillside hydrology and the impact on water erosion (fall lines, trail grade and out slope).
- Application of grade reversals, curvilinear design principles, water bars, check dams
- Wetlands trail corridor selection, minor infrastructure types and designs.
- Hillside trail corridor selection, erosion management types and designs.
- Oversees and can serve as manager for major trail relocations and major infrastructure construction projects.
- Plans and conducts Optimal Location Reviews
TRAIL CARE ACTIVITY PLANNING
START 4 TO 8 MONTHS OUT

SCHEDULING
LATE SUMMER: SELECT DATES FOR SEPTEMBER THRU APRIL TRAIL MAINTENANCE SCHEDULE; IDENTIFY PRIMARY CREW LEADERS FOR ACTIVITIES; SELECT GENERAL AREA; ACTIVITY FORMAT AND MAX. NUMBER OF VOLUNTEERS

TRAIL WORKDAY
COMMUNICATE WORKDAY OBJECTIVES; INTRODUCE CREW LEADERS; GENERAL AND TOOL SAFETY BRIEFING; INDIVIDUAL HEALTH ISSUE; CREW TRANSPORTATION; RECOGNITION AND THANK YOU'S.

FLEXIBILITY
KNOWLEDGE OF THE TRAIL SEGMENT AND GENERAL AREA; FLEXIBILITY TO ADJUST TO UNANTICIPATED CHANGES FOR LOCATION, WEATHER, LOGISTICS, AND EQUIPMENT TRANSPORTATION ISSUES

MARKETING
TO FTA AND OTHER VOLUNTEERS: FTA WEBSITE, CHAPTER WEBPAGES, MEETUPS, OTHER VOLUNTEERS GROUPS, YOUTH ORGANIZATIONS, CORPORATION VOLUNTEER PROGRAMS, MILITARY, AND COLLEGE STUDENTS

COORDINATION
LAND MANAGER COORDINATION; VOLUNTEER SAFETY PLANNING; MEDICAL EMERGENCY PLAN; RECRUITING CO-CREW LEADERS; IDENTIFY VOLUNTEER SKILL SETS