



## **Job Description**

**JOB TITLE:** Trail Construction Handcrew

**DEPARTMENT:** Trail Solutions - Construction

**REPORTS TO:** Trail Solutions Director of Construction and Operations  
Trail Solutions Construction Manager

### **Summary:**

The Trail Construction Handcrew is a construction-based, seasonal, non-exempt, hourly paid position responsible for assisting IMBA Trail Solutions (TS) with mountain bike trail construction and operational duties.

Work includes physical labor, the use of hand tools, small equipment operations, tool and equipment maintenance/repair, and executing projects within the outlined scope of work. A Trail Construction Handcrew works with the Trail Solutions Director of Construction and Operations, Trail Solutions Construction Managers, Trail Solutions staff, and subcontractors. The position assumes a variable schedule depending on workload, from 0 - 45+ hours per week, 7 days a week depending on project schedules, weather and other variables. A typical work week is Monday - Friday, 45 hours a week. Extensive travel is required. While traveling, lodging and mileage are covered.

### **Location:**

The Trail Construction Laborer position is a remote home-based position requiring frequent travel throughout the United States.

### **Compensation:**

The Trail Construction Handcrew position has an hourly rate of \$19.50 - \$30.00 per hour.

## **DUTIES AND RESPONSIBILITIES**

### **Project Execution:**

- Ability to conduct 45+ hours manual labor per week.
- Ability to construct sustainable and creative mountain biking and shared-use trails.
- Design and construct trail and features per specifications and client expectations.
- Provide Trail Solutions Director of Construction and Operations, Trail Solutions Construction Manager with project status updates.
- Perform and inspect work for compliance with terms and specifications of contract.
- Purchase and ensure materials are on-site as needed.
- Work in a variety of situations including remote and urban trail construction.
- Ability to travel for prolonged periods of time while scheduled on projects.



### **Personnel:**

- Ability to work independently and be self-motivated.
- Support other Trail Solutions staff in the completion of duties.

### **Business Development:**

- Maintain positive and professional representation of IMBA at all times.

### **Administration:**

- Assist with collecting trail data including billable units and trail length and reporting them accurately in daily logs.
- Implement policies, procedures, risk management protocols and safety guidelines for the Trail Solution program.

### **Billable Goal:**

- 100% of hours devoted to contracted project tasks.

### **Qualifications:**

- Experience in the mountain biking and cycling industry preferred.
- Intermediate to advanced MTB riding skills including the ability to ride technical trails or jump trails preferred.
- Experience with the trail construction and trail maintenance preferred.
- Ability to take written and verbal direction from IMBA Trail Solutions Management staff, Trail Solutions staff, and clients to complete project goals.
- Experience working in a team environment.
- Strong communication (written and verbal) skills.
- Personable and able to work within a customer service based environment.
- Ability to work outdoors for long hours performing physical labor.
- Possess a strong attention to detail.
- Familiar with small engine and tool preventative maintenance techniques.
- Possess a valid driver's license with a clean driving record.

### **Physical Demands and Work Environment:**

- Continually exposed to the outside environment in all weather conditions including heat, high humidity, cold, wind, rain, snow and freezing conditions.
- Continually required to work outdoors for 10+ hour shifts with no access to common facilities.
- Continually required to effectively communicate.
- Frequently required to travel and work remotely.
- Frequently required extended travel including driving and flying.



- Frequently required to stand, sit, walk, crouch, climb, squat.
- Frequently required to walk on uneven or unstable surfaces.
- Frequently required to sit.
- Frequently required to hike 1- 5 miles a day.
- Frequently required to utilize hand and finger dexterity.
- Frequently required to climb, balance, bend, stoop, kneel or crawl.
- Frequently required to lift and carry 25lbs repeatedly.
- Frequently required work near moving mechanical parts and heavy equipment.
- Occasionally required to hike 8-12 miles per day.
- Occasionally required to mountain bike trail ride 20+ miles per day.
- Occasionally work in high, precarious places.
- Occasionally required to lift 50lbs repeatedly.
- Occasionally required to lift 100lbs.
- Occasionally work around fumes, airborne particles, or toxic chemicals.
- While performing the duties of this job, the noise level in the work environment can be loud when working on construction projects.
- Specific vision abilities required by this job include: Close vision; Distance vision; Color vision; Peripheral vision; Depth perception and ability to adjust focus.
- Occasionally required to differentiate between orange, pink, and red marking flags.
- Specialized equipment, machines, or vehicles used: gas powered chainsaws, gas powered leaf blowers, gas powered weed whackers, gas powered Canycoms, gas powered OHV UTV's and dirt bikes, power tools, hand tools, GPS units, clinometers, and mountain bikes.

### **Competencies:**

- **Diversity** - Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.
- **Ethics** - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.
- **Cost Consciousness** - Works within approved budget; Develops and implements cost saving measures; Contributes to profits and revenue; Conserves organizational resources.
- **Dependability** - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate persons with an alternate plan.
- **Problem Solving** - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.
- **Professionalism** - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.



**EEO Statement:**

IMBA provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, IMBA complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**ACKNOWLEDGEMENT:**

By signing below, I acknowledge I have had a chance to review and ask questions about this job description, and understand the requirements, essential functions and duties of the position it describes. I agree that I am able to perform the essential duties of this position. I also acknowledge that IMBA reserves the right to modify, interpret, or apply the job description in any way the company desires, that the job description is not a contract for employment, and employment with IMBA is "at will" (meaning either IMBA or the employee can terminate the employment relationship at any time, with or without cause, with or without notice.)

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Employee Name

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Manager Name

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Employee Signature

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Manager Signature

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Date Signed

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Date Signed