



1029 Fletcher Ave, Suite 100
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www.kibi.org

Keep Indianapolis Beautiful (KIB) is a dynamic nonprofit organization with smart, motivated employees who work hard to make an impact in our community. KIB's vision is a vibrant city, with every neighborhood landscape thriving and well, and its people empowered, mobilized, and devoted toward that vision.

Job Title:	Youth Tree Team Leader
Full-/Part-Time:	Part-time - Hourly
Regular/Temporary:	Temporary - Seasonal
Salary:	\$15/hour

Purpose:

KIB's Youth Tree Team (YTT) Program is a 7-week job skills development program for high school students and adult leaders. YTT functions as one of KIB's primary boots-on-the-ground maintenance teams and is responsible for the maintenance of trees planted within the city of Indianapolis through our Community Forestry program. The program also includes weekly enrichment activities that expose YTT members to a variety of personal and professional development opportunities. YTT Leaders are responsible for managing and transporting crews of 10 high school students to and from worksites to perform tree maintenance work throughout the city.

YTT Work Season is JUNE 6 – JULY 21, 4 days a week. Lunch is provided daily and Free IndyGo Summer Youth Bus Passes are available on an as-requested basis.

Reports to: Youth Tree Team Coordinator (YTTC)

Duties, Functions, and Responsibilities:

This position includes three primary responsibilities: 1) Crew Management and Supervision. 2) Field Work. 3) Professional Development.

Crew Management and Supervision

- In tandem with another YTT co-Leader, oversee and work with a 10-person team of high school students in caring for trees planted through KIB's Community Forestry program, with the goal of ensuring tree survivability.
- Motivate and initiate crew members to work efficiently and effectively as a team.
- Ensure all youth follow work safety practices and use appropriate/required PPE.
- Effectively manage and mitigate any conflict that may arise amongst team members, as well as report any incidents or issues to the YTTC.

Field Work

- Lead and work as a member of a 10-person team of high school students in maintaining tree plantings in parks, neighborhoods, and medians across the city, with the goal of growing and maintaining a healthy urban forest.
- Safely transport crew to and from worksites in a 15-passenger van with a watering or flatbed trailer.

- Assist youth in the proper watering and mulching of all trees at each assigned project. Watering occurs on a weekly basis per site, whereas each tree is mulch once annually. Crews will occasionally stake trees on an as-needed basis.
- Accurately track and report the work as completed each day, including any issues noted in the field, such as dead, missing, or leaning trees that will require future action.

Professional Development

- Attend and actively participate in education, training, and enrichment opportunities for the YTT Members.
- Encourage active participation and engagement from crew members in all enrichment activities.
- Participate in collaborative professional development opportunities between the Urban Naturalist team and YTT high school employees to facilitate mutual learning and provide valuable college and career insight to KIB's high school employees.
- Provide both positive and constructive feedback to crew members informally throughout the season as well as during formal mid- and end-of-season feedback sessions.

Job Requirements:

- Willing to learn and perform all basic tree maintenance practices.
- Ability to receive and give both positive and critical feedback.
- Possess a valid Indiana Driver's License.
- Experienced in driving a truck or van with a trailer, or willing to learn.
- Ability to work outside during all weather conditions.
- Follow work safety practices and appropriate/required PPE use.
- Ability to regularly lift over 40 pounds.
- Ability to walk long distances and withstand physical demands of the job.

Characteristics of a Strong Candidate:

- Energetic and eager to motivate peers and team members.
- Interest in gaining knowledge of urban forestry and motivated in working outdoors.
- Passion for learning and helping others to do the same.
- Ability to use good judgment in decisions that help the health and safety of the team.

Additional Attributes of Strong Candidates:

Exhibit KIB's Cultural Values of *Teamwork, Responsibility, Excellence, Openness, Balance, and Joy.*

Education and/or equivalent experience:

Applicants must be at least 19 years of age and possess an interest in youth development, environmental topics, and a willingness to engage with high school teammates and the community.

KIB helps people and nature thrive most effectively when we reflect the diversity of perspectives, voices, and abilities found throughout our city. The principles of diversity, equity, and inclusion are essential to our work, from supporting biodiversity in nature to engaging communities. KIB is an equal opportunity employer that encourages applicants, including persons of color, people who are LGBTQ, veterans, people who are multilingual or multicultural, and individuals of various ages and abilities to help us create a team with a broad range of backgrounds and thinking.