



The DREAM Program, Inc.

P.O. Box 361
Winooski, VT 05404
(802) 655-9015 tel
(802) 654-8598 fax
www.dreamprogram.org



DREAM Land and Resource Manager, AmeriCorps

Position Description
The DREAM Program, Inc.

Job Title: DREAM Land and Resource Manager

Location: Burlington and Fletcher, VT

Type: Full-time

Hours: 40+/week, varied schedule

Length: seeking 2-year commitment
beginning Sept. 2010

ORGANIZATIONAL BACKGROUND

DREAM (Directing through Recreation, Education, Adventure and Mentoring) is a unique organization that partners college students with children living in Vermont and Boston's affordable housing neighborhoods. We achieve our mission of empowering children and neighborhoods by blending best practices from mentoring and community development models. Mentors and their mentees take part in weekly trips to college campuses, adventure trips around the country, and spend summer and winter at Camp DREAM – our residential camp.

SCOPE OF RESPONSIBILITIES

Camp DREAM is 50 acres on Metcalf Pond in Fletcher, VT. A year-round resource to the children and mentors of the DREAM Program in Vermont, Camp has grown over the past six years to become home to a residential summer camp program, Winter Adventure Camp (WAC), and a host of off-season activities, including "DREAMstock", an annual mentor retreat. Camp DREAM currently offers campers a variety of activities: mountain biking, canoeing, sailing, hiking, teambuilding on the low-ropes course, broomball, XC skiing, snow-shoeing, and rustic camping experiences.

The DREAM Land and Resource Manager oversees Camp's physical maintenance in order to help Camp DREAM meet its recreational, educational, and conservation goals. The position has three key elements: land stewardship, camp programming, and resource maintenance, which includes DREAM's vegetable oil car. The Land and Resource Manager will also work with the Camp Director, Program Empowerment Directors, and Camp Program Coordinator to integrate camp and its resources into yearly Camp programming.

SPECIFIC RESPONSIBILITIES

Land Stewardship

Work with DREAM and our partners to maintain a healthy landscape consistent with Camp's mission and vision. Use and update the Comprehensive Management Plan developed with the Vermont Land Trust.

- **Hiring and Support:** Hire and support an AmeriCorps Trail Crew, hired each summer to improve the Camp trail system while minimizing human impact.
- **Forest Management:** Implement Camp's forest management plan and identify next steps in forest management in collaboration with DREAM staff.
- **Vermont Land Trust Liaison:** Work with VLT, our partner in stewardship, to implement and update the Camp Comprehensive Management Plan.
- **Permitting:** Obtain and comply with town and state permits as they relate to water quality and land management by working with VLT and the Camp Director.



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- **Camp Work Days:** Include DREAM office staff in Camp workdays and encourage other DREAM office staff to contribute ideas and provide feedback for larger Camp projects. Oversee and coordinate seasonal volunteer workdays with the United Way and partners of DREAM.

Camp Programming

Work with Camp Program Coordinator and other staff to use the Camp landscape as a programming resource. Use and update the Camp Program Manual, the guiding programming document.

- **Summer Camp:** Leading other staff in the physical preparation of camp for summer. Being present for all sessions of summer camp, including helping to lead staff orientation, transporting campers, and balancing time between the office and Camp DREAM.
- **Winter Adventure Camp:** Leading other staff in the physical preparation of camp for WAC. Being present for WAC weekends (mid-Jan thru mid-March) and adjusting the work week to include weekends with some week days off for the duration of WAC.
- **Education:** Utilize the Camp property and DREAM's veggie system as educational tools; share useful resources with our mentors, children, and families in their communities and at Camp. Collaborate with local farms and conduct research to create a long-term gardening and environmental education program at Camp.

Resource Oversight and Maintenance

Maintain DREAM's resources, including camp's facilities, to ensure their safe and long-term use. Use and update Camp's Building and Maintenance Plan, an outline and guide to all physical maintenance activities.

- **Facilities oversight:** Maintain and improve camp facilities seasonally, working with the Camp Director and other staff to create a culture of sustainable use and healthy management. Work with building inspectors, engineers, and professionals external to the organization as appropriate.
- **Gear upkeep:** Oversee DREAM's camping and programming gear – specifically the timely and user-friendly organization and inventory of stored supplies for WAC and summer camp.
- **Grants:** Help with the research, writing, and preparation of grants relevant to maintenance and management goals, together with other DREAM staff.
- **Responsible Citizenship:** Work with staff to set goals and timelines for changing our impacts to better align DREAM with its responsible citizen core value.
- **Resource acquisition:** Researches potential donations and partners for DREAM and aids other staff in seeking out partnerships in this same manner.

Transportation Systems

Create a sustainable transportation system for staff, mentors, and children. Maintain and build DREAM's vegetable oil-based fleet.

- **Transportation planning and oversight:** Go-to person for DREAM's transportation system, including assisting others in planning trips, driving vehicles, carpooling, and utilizing resources.
- **Vegetable car maintenance:** Responsible for DREAM's veggie oil car, including cleaning, vehicle maintenance, filtering vegetable oil, creating a driver calendar, and training other staff.
- **DREAM Fleet Expansion:** Seek out creative ideas to sustainably expand DREAM's fleet.



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Responsibilities to Philosophy of DREAM

- Follow DREAM's Core Values.
- Think creatively and innovatively.
- Support other staff members' projects.
- Become an active member of DREAM's community – supporting its children and programs.
- Have fun!

THE SUCCESSFUL APPLICANT WILL POSSESS

- Bachelor's degree
- Excellent driving skills and a clean driving record
- General knowledge of carpentry, trail-work, and forest management
- Experience facilitating groups in outdoor settings, environmental education
- Desire to learn about relevant permitting and structural maintenance
- Passion for, and experience with, working with young people
- Computer proficiency (Word, Excel, and Outlook)
- Prior experience with GIS and land management, or willingness to learn
- Flexible schedule – intention to be at Camp for summer and winter sessions and overnights, as well as for programs' culminating various trips when you are driving
- Shared value in Camp's community and environmental ethic
- A contagious energy for DREAM's work

COMPENSATION

AmeriCorps Program

- \$12,000 living stipend
- \$5,370 educational award
- Health care coverage
- Weekly bus pass
- Reimbursements for work-related travel
- Incredible, life-changing experiences!

Interested applications should submit a resume and letter of interest.

Documents will be accepted by email to recruit@dreamprogram.org or by mail at:

The DREAM Program, Inc.
Attn: Recruiting
PO Box 361, Winooski, VT 05404