

# **YCC Crew Member's Goals and Objectives**

## **McKenzie River Ranger District**

### **Objectives**

Youth Conservation Corps crew members work, learn and earn together by doing natural resource projects. Crew members will:

- Accomplish a variety of needed conservation and restoration work
- Develop an understanding and appreciation for the natural environment and heritage.

### **Goals**

The goal of the program is to offer youth the following:

- Positive work experiences,
- Improve work skills,
- Increase future employability,
- Instill positive work ethics and work readiness skills,
- Inspire personal responsibility and self discipline,
- Relate to peers and leaders in a team setting,
- Prepare for the responsibility of caring for and maintaining the resources

### **Crew Members Responsibility**

#### **EXPECATATIONS**

- **BE SAFE** - Safety –following safety instructions, wear and care for personal protective equipment (PPE), follow remedies and aid in identifying safety hazardous and participate in identifying hazards.
- **BE PRESENT** – listen to what's be said by crew leader, project specialist such as instructions, hazards, educational opportunities. Breaks and Lunch are the best time to find out about other people visiting for the day, ask about their job “What do you love about your job?” Better than asking what they do in their job. Participate
- **BE CURIOUS** – Ask Questions of everyone
- **BE A HARD WORKER** – work to your ability on every project, increasing performance as time goes on. Work hard will pay off in getting future employment, either with the FS or elsewhere if you want a reference.
- **BE A TEAM PLAYER** – cooperate and respect for each member of the crew and the crew leader. Pitch in to help whenever you can. Help motivate your Crew.
- **BE RESPECTFUL** – be on time– crews will leave 15 minutes after start time, it's disrespectful to make everyone else wait for you and you may just miss something important or fun. If you are sick or have plans to be off, notify your crew leader prior to start work time. Show respect for your crew, crew leaders, other FS employees and the public.
- **HAVE FUN!** Of course while being safe, respectful and working hard. It's possible and it'll make the summer so much better.

- **SPEAK UP** – say something when things are not working well or something is wrong, unsafe, etc. Offer a positive suggestion.

### **Behavior Not Tolerated:**

- Alcohol or drugs or Tobacco (if under 18)
- Sexual harassment or inappropriate displays of affection - Sexual advances made as a condition for favorable treatment, hostile environment created by sexual comments or treatment.
- Discriminating behavior – Treating employees differently because of person’s race, color, religion, national origin, gender or sexual preference.
- Inappropriate Language or Gestures
- Violence or horseplay
- Not following safety or fire precautionary guidelines (including smoking cigarettes, building are smoke free, and not allow in woods due to fire danger)
- No musical devices or cell phones allowed during work hours. (These can cause distraction and safety hazards). Emergency contacts can be made through the District Office and radio communications.
- Employees may only take 5 days off during the 8 week session

The behavior listed above will result in employee being sent home until problem is resolved or termination.

### **Consequence of Infractions (consequences will depend on serious of Offense)**

- Crew Leader verbal warning (if offense jeopardizes the safety of themselves or others or breaks a laws this step may be skipped)
- Crew Leader Agreement to Improve Behavior
- Crew Supervisor Letter of Warning (do parents want to be notified at this point?)
- Termination

### **Timeline/Work time**

- (McKenzie River Only) June 20<sup>th</sup> to Aug 12<sup>th</sup>
- Eight hours per day - five days per week; 40 hours per week
- Work hours will vary by district.
- There will be a short morning briefing in the morning.
- Rest breaks shall be 15 minutes for each 4 hours of work time (preferably after each 2 hours of work)
- Meal breaks shall be 30 minutes no later than 5 hours after reporting to work. Crew members must be fully relieved of work duties during this time. If in hazardous area, PPE must be worn during lunch.
- Crew member shall go to the new employee orientation and first aid courses. (Anyone with a current First Aid training will not need to go again).
- If an employee is sick they shall notify their crew leader prior to or no later than 10 minutes after start work time.
- The employee shall notify the crew leader as soon as possible to at least one day prior to taking a day off.

### **Safety**

Safety comes first and all employees are required to follow all recommend safety procedures and wear all personal protective equipment when required. Employees not following safety requirements that may lead to injury of themselves or other crew members may result in loss of pay or termination.

- Weight lifting or other physical labor – An employee cannot be required to lift any weight which is too great for the individual.

- No Power equipment of any kind used by anyone under 16 years old. Some power equipment may be used for those 16 or older under close supervision.

### **Personal Equipment**

- Boots – **sturdy, lug sole**, lace up, preferable leather and **8” high from heel to top**. Logger style, Steel toes not required or recommended.
- Long sleeve shirts
- Long pants (no baggy pants or skin tight)
- Heavy socks - helps prevent blisters
- Rain Jackets and Pants
- Warm or cooler clothing when weather requires
- Sun screen
- Medications – for insect bites, allergies, Epi pens are a RX item, so each employee will have to purchase their own and inform the crew leader. Crew leader may carry Benadryl, if needed.
- Lunch – daily
- Minimum of 2 full water bottles – daily, Water bottles provided

### **Government Furnished Equipment**

- Eye protection – safety glasses - sun glasses (glasses cases)
- Gloves
- Hard hats
- 2 water bottle and cases
- Personal first aid kits.
- Pack
- Journal – We encourage each employee record their experiences in a Daily Diary; or at least each crew.
- Crew camera to record pictures of work
- Locked cabinet or box for personal gear in crew room
- Emergency whistle

### **Pay**

- Pay checks will be directly deposited into bank accounts. Every two weeks, first should be received on July 7th. Employee’s responsibility to check their account to make sure their check arrived and if not, report to crew leader.

### **Environmental Education**

- A minimum of a half day a week is devoted to environmental or resource education.
- For each work project, the dept. specialist will explain how the project relates to the environment or the resources. As well as how to perform the tasks.
- The crew leaders will link the project work with education of their surroundings, such as tree, plant, bird or animal identification, historical, recreational or other knowledge the crew leader has to pass on.
- Each employee will be given a notebook to keep as a journal to document their learning as well as their responses and opinions. Some pictures and journal responses will be used in an YCC recruitment poster, designed and time permitting put together by the employees.
- The employees are encouraged to record information they have learned in journals and take photographs of what has been interesting, fun or challenging to them.
- Employees interested in Job shadowing a Specialist can request who they want to follow. Examples; Botanist, Wildlife Biologist, Fisheries Biologist, Fire Prevention, Forest Management folks, etc.