

(Seasonal) Field Assistant

About this Opportunity:

Join our team! GTECH works throughout Allegheny County to identify opportunities for people and the places they live that improve the economic, social, and environmental health of communities. With a focus on transforming vacant lots into community assets, GTECH implements on-the-ground strategies, designs community plans, and builds long-lasting networks. Visit our [Website](#) and [Facebook](#) to see some of our work in action.

We are seeking an experienced, seasonal crew member to support our field season from May-September. Our build season is an opportunity to contribute to fun, physical, and creative work at GTECH. Projects range from native landscaping, to installation of public art projects and green infrastructure, to the construction of playspaces and shelter structures. This position will work closely with all GTECH staff, volunteers, community members, and partnering organizations. Daily manual labor outdoors is required, rain or shine.

The ideal candidate will be experienced and skilled in construction or landscaping techniques, be able to work both independently and in a leadership role, and is a strong communicator, detail-oriented and quality-driven, and have general interest supporting GTECH's mission and values. While this role will primarily work on the implementation of projects, all team members are exposed to the variety and diversity of projects, policy discussions, and outreach activities that we work on. When not needed in the field, this role will be folded into other activities as appropriate.

Scope of Work

Project Implementation Support (65%)

- Support and lead build days, including landscaping, building, art, and construction projects.
- Assist in the sourcing, purchasing, and delivery of materials as necessary for project completion.

Volunteer Day Logistics (25%)

- Assist with recruiting of volunteer groups and community members.
- Assist with overall logistics, planning and execution of scheduled GTECH volunteer days.
- Collect information and keep active and updated records of volunteer day metrics on organization systems.
- Take photos, guide volunteers, be knowledgeable of GTECH programs, and engage with people of all backgrounds and skill levels.

Online Content Development (10%)

- Support the production of field season content for social media, blog posts and GTECH website.

Location and Schedule

GTECH is based in the Larimer neighborhood of Pittsburgh's East End. Work day teams typically leave from our office each morning. Our project communities are all over Allegheny County and length of workday varies by project and location. This position may support up to 4-5 build days each week. Some weekend and evening work will be required. The position is currently scheduled to run from early May to September 2018, with some flexibility depending on the availability of the desired candidate.

Required Qualifications:

- Ability to travel to the GTECH office in Larimer on a daily basis.
- Driver’s license required and ability to haul our PGH Mobile Toolbox (or willingness to learn how) preferred.
- Must be able to get appropriate clearances to work with youth.
- Demonstrated experience working on landscaping or construction projects including experience in proper use of tools and conducting routine maintenance of landscaping and power tools.
- Demonstrated ability to use soft skills in leadership, such as a strong work ethic, ability to work with others, problem solving skills, positive attitude, ability to accept and learn from criticism.
- Attention to detail and ability to accurately track and report on project metrics, activities, and accomplishments.
- Demonstrated ability to work with a diverse team, project partners, neighborhood groups and volunteers, and represent GTECH in a professional manner in all interactions.
- Ability to work outdoors on long days in sometimes harsh weather conditions.
- Ability to lift up to 50 lbs.

Preferred Qualifications:

- Familiarity with community development and environmental discussions in the Pittsburgh region.
- First aid/CPR certification or ability to obtain said certifications prior to employment.
- Experience in Southwestern Pennsylvania native/non-native plant identification.
- Willingness to work independently on building projects.
- Conflict resolution and mediation.
- Experience working in Pittsburgh communities.

Details:

Job type	Seasonal, anticipated 40 hour/week maximum
Date range	April 30-September 1 (Flexible)
Compensation	\$15/hr, will be expected to track time in our timekeeping system
Benefits	This seasonal position is not eligible for benefits at this time

To apply, please send an email cover letter, resume, 2 references, and any materials you wish to share that are related to your experience to: jobs@gtechstrategies.org with “SEASONAL FIELD ASSISTANT” as the subject. **This position is open until filled, but priority will be given to applications received by March 31, 2018.**