



# Corpsmember Participant Description

<b>Participant Title:</b>	Corpsmember
<b>Classifications:</b>	Part-Time, Non-Exempt, Temporary
<b>Compensation:</b>	Starting at \$10.24 per hour for work; school is unpaid
<b>Benefited:</b>	Not offered to part-time, temporary employees (for trainees in the program past one year, contributions will be made in accordance with the SF Health Care Security Ordinance)
<b>Salaried/Hourly:</b>	Hourly
<b>Hours:</b>	Normally approximately 20-25 hours per week of paid work and approximately 10-13 hours per week of unpaid school
<b>Schedule:</b>	Normally 7:30 a.m. to 4:30 p.m. (exact times vary according to program schedule)
<b>Department:</b>	Corpsmember Services)
<b>Location:</b>	Primary: Upper Fort Mason; Corpsmembers also work in the Presidio and at various work sites throughout the SF Bay Area
<b>Reports to:</b>	Projects Supervisor (to be assigned)

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## Program Description

The San Francisco Conservation Corps (SFCC) is a non-profit job readiness and education program serving young adults between the approximate ages of 18 and 26 who work within crews to address community needs through service and conservation-related work. SFCC job readiness opportunities for young adults include, but are not limited to, landscaping, restoration, installing play structures at public schools and community centers, recycling, and fuel reduction. Concurrently and in partnership with the John Muir Charter School, the young adults focus on attaining their High School Diploma and GED or participate in the Corps-to-Career higher education program.

## Participant Summary

Corpsmembers are responsible for participating in all job-readiness and educational components of the SFCC program, including working on crews, learning and adhering to the policies and procedures of the Corpsmember Handbook, and fulfilling the requirements of the SFCC/John Muir Charter School educational program.

## Essential Duties and Responsibilities

- **Job Readiness** (*constant – more than 66% of time*): Work in crews with approximately 8-12 other Corpsmembers per crew; crew work includes projects in the areas of recycling (including routes, pickup, sorting, and weighing), landscaping (including gardening and land restoration), building play structures, and basic carpentry.
- **Education and Academics** (*frequent –34% - 66% of time*): Supply all necessary documents and transcripts, attend classes provided by the SFCC/John Muir Charter School educational program, complete assigned course work, establish educational goals to be met during the length of participation in the program.
- **Development and Training** (*constant – more than 66% of time*): Fully participate in the program to prepare for opportunities outside of the program; learn and adhere to the policies and procedures of the Corpsmember Handbook; take and follow directions and instructions from appropriate Staff members; participate in physical training; care for uniforms and all SFCC property; follow schedules and attendance requirements; fulfill performance expectations; follow safety procedures; follow all SFCC standards and expectations related to conduct and respectful workplace; work and get along with co-workers.



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## **Typical Working Conditions**

Participation in this program requires frequent lifting and carrying, pushing and pulling, twisting and turning, kneeling, squatting, standing, bending, and reaching; it also requires occasional climbing, crawling, and walking on uneven or slippery surfaces. Typical working conditions constantly involve working outdoors in all types of terrain and in all types of weather conditions.

## **Equipment Used**

Participation requires frequent use of various hand tools, power tools, electrical equipment, safety attire and equipment (provided by the SFCC).

## **Minimum Qualifications Required**

- At least 18 years of age.
- Legible and complete application (filled out by applicant him/herself).
- Ability to handle conflict professionally and manage stressful situations.
- Ability and commitment to teamwork and appropriate workplace interactions in group or team settings, including ability to interact professionally with co-workers and get along with both Staff and fellow Corpsmembers.
- Successful completion of application, interview, and orientation processes (HR, Projects, and Education requirements and components).
- Commitment to work-readiness training and development.
- Commitment to educational growth and development.
- Commitment and adherence to attendance and punctuality policies and procedures.
- Ability and commitment to participate in all required components and program activities.
- Appropriate work-place communications.
- Ability to follow directions.
- Ability and commitment to follow written and verbal instructions regarding work safety.

## **How to Apply**

If interested, please fill out a Corpsmember application and submit it **in person** to:

SFCC  
Building 102, Upper Fort Mason  
San Francisco

## **The SFCC is an Equal Opportunity Employer**

The SFCC does not discriminate against any individuals on the basis of sex, sexual orientation or preference, gender, race, color, religion, national origin, creed, citizenship status, ancestry, age, marital status pregnancy, childbirth or related medical conditions, medical condition, mental or physical disability, veteran status, or any other characteristic protected by applicable federal, state or local law, ordinance, or regulation.

## **Americans With Disability ACT (ADA)**

Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), as amended, protect qualified applicants and employees with disabilities from discrimination in hiring, promotion, discharge, pay, job training, fringe benefits, classification, referral, and other aspects of employment on the basis of disability. The law also requires that covered entities provide qualified applicants and employees with disabilities with reasonable accommodations, unless such accommodations would impose an undue hardship on the employer.

Visit our Web site at [www.sfcc.org](http://www.sfcc.org) for more information about the SFCC.