

{{Club Name}}

Trail Supervisor

The Appalachian Trail (A.T.) is cared for by thousands of people, hundreds of organizations/agencies, and passes through a variety of diverse landscapes. Volunteers, coordinated in large part through A.T. Clubs, provide on-the-ground knowledge, experience, and operational capacity. Alongside a variety of partners, volunteers work together to manage and protect a long-distance hiking trail that connects a patchwork of conserved lands and communities along a massive migration corridor that exits along the spine of the ancient Appalachian Mountain range.

The A.T. Trail Supervisor (or Trail Chair) holds the primary responsibility to meet the Club's responsibilities for the Appalachian Trail and facilities related work under the agreements with the land manager and the Appalachian Trail Conservancy (ATC). Trail Supervisors ensure the day-to-day maintenance of the A.T. through an adequately trained volunteer corps. Trail Supervisors prioritize needed work for the Trail and its facilities, seek funding, ensure proper planning paperwork is submitted for projects, and coordinates closely with ATC and the land manager. The Trail Supervisor is aware of and responsive to the [A.T. Comprehensive Plan](#) and [A.T. management policies](#). Trail Supervisors aim to make volunteer stewardship opportunities open for all, for the continuation of the A.T. volunteer legacy.

Responsibilities:

- Recruit and assign section maintainers, or delegate the assignment duty to district coordinators. The Club's volunteer coordinator may be able to assist in recruitment.
- Assess section maintainer performance and reassign sections, if necessary, to ensure Trail care standards are maintained.
- Recruit and coordinate Club saw coordinator, tool cache manager, or (other specialty position) related to trail and facilities management for Club's area of responsibility.
- Ensure all volunteers are signed on as volunteers and have appropriate training. Support the creation and maintenance of enabling Volunteer Service Agreements with land manager, and assure ATC has current records.
- Collect and organize section maintainer, district coordinator, crew leader, or visitor-reported trail assessment deficiencies and location.
- Prioritize needed repairs and delegate assignments to roving Club crew(s) and crew leaders. Orient leaders to project sites and establish work assignments.
- Manage the repair of significantly damaged sections of Trail, respond to significant weather events, hazard trees, or needed repairs of Trail facilities, such as bridges, privies, shelters, parking areas, signs, and kiosks.
- Participate in capital plan funding meetings where Club project needs are shared and submitted for funding.
- Identify and pursue other funds to support project needs, when possible.

- Facilitate the appropriate acquisition, storage, and maintenance for Club tools and supplies. Delegation of tasks to Trail Cache Manager and/or Tool Coordinator(s).
- Complete project planning paperwork (ATC regional staff are available for assistance). Track compliance process with land manager and/or ATC to coordinate project start.
- Serve as a technical liaison with crew leaders to ensure expectations of land management agencies and ATC project designs are met.
- Ensure volunteer hours reporting for trail and facilities work, and that volunteer recordkeepers for the Club issue A.T. volunteer recognition items.
- Ensure trail asset inventory updates are completed by volunteer workers leading improvements
- Participate in ATC-Club-Land Manager partnership meetings and coordination.
- Define recruitment goals for new volunteers and cultivation/training goals for developing volunteer crew leaders. Work with club's volunteer coordinator or ATC on action plans to meet desired outcomes.
- Distribute safety notifications, policy updates, and government shutdown/volunteer stand-down notifications distributed by ATC or land manager to Trail volunteers within Club.
- Directly manage or delegate the organization of projects and volunteer events for {{Club Name}}
- If possible/as needed, establish/maintain connections with locally designated A.T. Communities related to visitor use management, volunteer engagement, or other areas of identified mutual interest.

Term:

This is a 2-3 year position with the option to extend the position duration if desired. Expected time commitment will be approximately 25 hours per month.

Benefits:

- Time in nature.
- Pride in being an essential part of the work that keeps the A.T. alive.
- Supporting a social community centered around caring for the Trail.
- Provide positive volunteer opportunities for individuals to care for an iconic trail.
- Work alongside federal and non-profit conservation professionals.

Available Trainings and Resources:

- ATC Field Leadership Training
- ATC Trail Supervisor Training
- Partner resources [for volunteer coordination and field leadership resources](#)
- Partner [Resources for Trail and Facilities Management](#)
- [Safety and Training Resources](#)

Qualifications:

- Previous hiking, trail work, campsite/structure maintenance, or volunteer management experience desirable.

- Self-motivated and responsible.
- Ability to manage a team of volunteers and provide a positive atmosphere.
- Familiarity with the Appalachian Trail.
- Experience with records management and spreadsheets.
- Ability to serve in an administrative and supervisory/leadership role.
- Strong communication skills with reliable email.
- Ability to develop and foster positive working relationships with partners, fellow club leaders, land managers, etc.

Requirements:

- Comfortable working without supervision in the outdoors.
- Capable of hiking over variable terrain, in changing weather conditions.
- Must have reliable transportation to trail sections.
- Willingness to learn, follow, and teach the appropriate work standards, techniques, and safety procedures.
- Ability to produce work at a computer for up-to several hours at a time.

If interested in this volunteer position, please contact the {{Club Name}} for more information. Feel free to reach out to the ATC at volunteer@appalachiantrail.org for assistance with connecting to the club.