



GREEN CREW MEMBER

Classification and Time: Non-exempt, part-time, temporary with the potential to become permanent

Hourly Wage: \$19.50-\$22.00 DOE

Hours and Schedule: 24 hours per week (shifts are scheduled for 6 hours per day, 4 days per week) with the potential for additional hours on some Saturdays

Benefits: Paid time off and some holidays

Reports to: Green Crew Manager

Date: April 15, 2022

About Friends of the Urban Forest

Since 1981, Friends of the Urban Forest, a premier San Francisco environmental nonprofit, has brought together communities throughout the city to plant more than 60,000 trees -- half of San Francisco's street tree canopy. Friends of the Urban Forest has a long history of integrating urban greening with civic engagement as a way to increase community health and resilience, combat the effects of the climate crisis, and promote environmental equity and social justice. Friends of the Urban Forest recognizes San Francisco's many communities and cultures and the diverse ways in which they connect with our urban forest. We also connect San Franciscans to nature and to each other.

A position at Friends of the Urban Forest (FUF) would give you the exciting opportunity to be part of a growing and dynamic professional organization that has been creating a greener San Francisco for the last 40 years.

Position Summary

The Friends of the Urban Forest Green Crew is an essential part of FUF's urban greening model including tree planting, tree care, sidewalk landscaping and community outreach. The Green Crew Member is a temporary part-time position that has the potential to become permanent. The position involves both office and field work including computer work and some heavy lifting (40 lbs) and driving FUF vehicles with a valid California driver's license. The Green Crew works closely with FUF Field Staff, property owners, the public, and FUF volunteers.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Details and Responsibilities

Tree Care and Planting

- Loads and unloads trees and plants under the supervision of Planting Managers at headquarters and in the field.
- Plants trees and installs protective hardware surrounding newly established trees. Cuts cross-braces using a table saw.

- Mulches trees during plantings with our Community Planting programs.
- Prepares soil for planting and plants greenery with our Sidewalk Landscaping program..
- Conducts 2-month surveys for sidewalk gardens and trees planted including performing necessary tree care at that time (which may include re-tying, re-staking and replanting).
- Structurally prunes trees as part of the FUF Tree Care program in accordance with ISA guidelines for training young trees.
- Collects accurate and detailed data on trees pruned during scheduled and emergency tree care and updates the database with the information.
- Participates in regular seminars and field workshops organized through FUF to learn more about tree care and planting.

Other Duties

- Maintains materials and plants in inventory and reports issues with irrigation.
- Maintains tools in clean working order and the FUF shed and vehicles in clean and organized working order.
- Leads and trains FUF volunteers and interns as needed.
- Participates in outreach informing the public about FUF programs and services through tabling at community events.
- Canvasses neighborhoods to drum up support for FUF Community Plantings and provides detailed reports based on work completed.
- Ensures program goals are met by participating in quarterly program monitoring and review
- Participates in office culture of Environmental Stewardship through cultural activities including but not limited to: limiting waste, properly disposing of waste in sorted bins, and picking up trash in the field and at FUF headquarters.
- Safely and respectfully drives FUF vehicles to transport equipment, materials, and FUF staff and volunteers to and from field work sites throughout San Francisco. If not licensed, works towards obtaining a CA State Issued Driver's license.
- Documents and reports all incidents, accidents, and close calls as necessary.
- Complies with and enforces all FUF safety policies including FUF's COVID-19 health and safety protocol and personal protective equipment procedures.
- Works with other staff on special projects and day to day operations.
- Attends weekly Field Staff meetings and biweekly all staff meetings, and contributes to discussion of logistics planned for the week.
- Actively participates in workforce development training including attending sessions on career pathways, professional development, financial literacy and teamwork building.

Requirements

- Ability to lift 40 pounds and perform physical labor of planting and pruning street trees
- Maintain a valid CA driver's license with a clean driving record
- Provide a Department of Justice record check and fingerprinting per California Penal Code section 11105.3 to be able to work with minors in the Green Teens Program

Other Eligibility Requirements

Friends of the Urban Forest has a policy that requires employees to be fully vaccinated against COVID-19. New hires will be asked to provide proof of vaccination on the first day of employment. Friends of the Urban Forest will consider all requests for reasonable accommodations based on applicants who have a (1) medical contraindication to the specific types of COVID-19 vaccines available, or (2) sincerely held religious belief or practice contrary to immunization.

Work Environment

While performing the duties of this job, the employee is regularly exposed to outdoor weather and working conditions. The noise level in the work environment is usually moderate.

Office workspace and cubicle assignments change from time-to-time and employees should not have any expectation that any assignment is permanent.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, and crawling. The employee must frequently lift and move items over 40 pounds, and load tools and planting materials into and out of vehicles.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

How to Apply

Friends of the Urban Forest is dedicated to anti-racism, gender inclusivity, and inclusion. As an equal opportunity employer, FUF does not discriminate against any applicant or employee on the basis of any status or characteristic protected by applicable laws or ordinances.

Black, Indigenous, and People of Color are strongly encouraged to apply, and so are candidates dedicated to anti-racism, gender inclusivity, and inclusion.

Interested and qualified candidates should fill out the [online application](#) or contact sam@fuf.net or call (628) 213-6855.

Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and convictions records.