



## City of Burlington, Vermont

### Trails & Greenway Project Lead

<b>SALARY</b>	\$19.65 - \$21.50 Hourly	<b>LOCATION</b>	Burlington, VT
<b>JOB TYPE</b>	Temporary Seasonal	<b>JOB NUMBER</b>	BPRW Trails&Grnway Pjt Lead
<b>DEPARTMENT</b>	Parks, Recreation & Waterfront	<b>DIVISION</b>	Parks
<b>OPENING DATE</b>	08/07/2025	<b>CLOSING DATE</b>	Continuous
<b>FLSA</b>	Non-Exempt	<b>BARGAINING UNIT</b>	Non Union

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### General Purpose

This position is responsible for working with the conservation team on day to day operations including, but not limited to, leading conservation and trail projects, implementing trail infrastructure construction, coordinating projects on the Burlington Greenway, 30+ miles of public trails, Burlington Area Community Gardens, and other tasks within City natural areas and open spaces. This position may also support winter recreation management in natural areas and trail surfaces.

Union Affiliation: Non-Union

Pay Grade: \$19.65 - \$21.50 Hourly

Remote Tier 1: Zero (0) days remote/week

### Essential Job Functions

- Support the conservation team with day-to-day operations
- Lead a small crew of seasonal staff and volunteers on conservation and trail projects in natural areas and along the Greenway
- Maintain the Greenway and natural surface trails
- Maintain Greenway and trail areas through vegetation management, invasive species management, trail construction and repairs, and trail infrastructure improvements using a utility vehicle, power mower, trimmers and other maintenance equipment?
- Collect and remove trash from trails and other park properties
- Assist in graffiti removal such as painting, power washing, and chemical removal of damage
- Safely utilize power equipment and hand tools for brush clearing, vista clearing, tree and shrub maintenance, and other land management tasks.
- Monitor trails and park properties for safety issues, invasive species, storm damage, repair needs, etc.
- Assist in parks sign management such as fabrication, installation, repair, and design
- Assist in coordinating volunteer groups as needed
- Implement tool service and maintenance tasks on all equipment
- Coordinate acquiring, organizing and moving appropriate tools based on tasks
- Assist with project budgeting
- Assist with other parks projects and activities as needed

## Qualifications/Basic Job Requirements

- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
- Minimum 1 year experience in the fields of conservation, landscaping, land management, or other related field.
- Basic knowledge of trail design, maintenance, and construction of trail infrastructure preferred?
- Safely operate equipment including trucks, trailers, push mowers, trimmers, blowers, power tools, and other construction and vegetation management equipment.
- Effectively communicate with the public and volunteers about project details, site specifics, safety, the mission of the Parks conservation division, and create opportunities for educational programming.
- Ability to work in all weather conditions
- Ability to lift 50lbs
- Interest in helping manage and steward Burlington's natural areas and open spaces.
- Identify and implement land management best practices, including invasive species management.
- Ability to use GIS to create maps and compile data is recommended. Basic computer skills required.
- Work both as part of a team and independently
- Valid driver's license with no suspensions for the past two years.
- Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or non-City vehicles for City business

## Additional Information

### Promoting a culture that reveres diversity and equity.

The City of Burlington is proud to be an equal opportunity employer, and we are strongly committed to creating a dynamic and equitable work-force that mirrors the population and world that we serve. We do not discriminate on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, crime victim status, veteran status, disability, HIV positive status, or genetic information in employment or the provision of services.

In addition to being an equal opportunity employer we actively encourage applicants who can contribute to our growing diversity to apply.

Applications for our employment opportunities are **only accepted online** through our [Government Jobs](#) website.

For accessibility information or alternative formats, please contact Human Resources Department at [802-540-2505](tel:802-540-2505) or [careers@burlingtonvt.gov](mailto:careers@burlingtonvt.gov).

## Benefits

This is a Temporary or Seasonal Position that is ***Not Eligible*** for City of Burlington Benefits

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### Employer

City of Burlington, Vermont

### Address

200 Church Street, Suite 102

Burlington, Vermont, 05401

**Phone**

802-540-2505

**Website**

<https://www.burlingtonvt.gov>

**Trails & Greenway Project Lead Supplemental Questionnaire****\*QUESTION 1**

Do you have at least one (1) year experience in the fields of conservation, landscaping, land management, or other related field?

- ☐ Yes
- ☐ No

**\*QUESTION 2**

I acknowledge that I must have a valid driver's license with no suspensions for the past two years.

- ☐ Yes
- ☐ No

**QUESTION 3**

I acknowledge this role is required to work outside in all weather conditions

- ☐ Yes
- ☐ No

\* Required Question