



Job Description

Trails Director

The Chequamegon Area Mountain Bike Association (CAMBA) is a 501c3 nonprofit organization, and is responsible for the development and management of a regional mountain bike trail system of over 130 miles, and over 200+ miles of gravel routes and the organization's programming. The CAMBA trails lie in and around the beautiful Chequamegon-Nicolet National Forest as well as in the Bayfield and northern Sawyer County Forests with trails based in the towns of Bayfield, Cable, Hayward, Namakagon and Seeley!

CAMBA is building an organizational culture filled with energetic and dedicated employees and volunteers who divide and conquer, working together to create a fun and powerful working environment.

We are looking for a person who is as passionate and enthusiastic about CAMBA's mission as we are, someone who will be responsible for developing and executing CAMBA's trails vision and will oversee all aspects of CAMBA's annual trails program.

Job Function

The Trails Director will aid in development of CAMBA's strategic trail plan, maintenance plan for existing trails, and winter fat bike grooming program and for recruiting or contracting with trail staff, professional trail building organizations, contract trail crew, and volunteers to execute these plans.

Duties and Responsibilities

Responsibilities will include, but are not limited to:

- Recruit and hire trails staff, including Assistant Trails Director, trail crew leader, seasonal trail crew
- Recruit and contract professional trail builders and contract trail crews such as WisCorps
- Supervise all trails staff and contractors
- Oversee volunteer work programs including trail stewards, volunteer work days, and winter groomers
- Engage with and maintain positive relationships with land managers
- Assess and analyze trail maintenance needs and develop annual project list and work plan with input from ED and Trail Committee
- Deploy and monitor trail counters and perform data analysis
- Support and supplement winter biking efforts including trail grooming, equipment mobilization, and equipment repair and maintenance.
- Aid in signage production, installation, maintenance, and updates of all CAMBA trail, trailhead, and highway signage.
- Aid in map updates and revisions
- Develop CAMBA annual trails budget
- Provide input and work with ED and Development Director on grants and other funding opportunities
- Assess and procure all supplies and materials for trail work season
- Procuring new equipment as necessary
- Perform field work on occasional basis
- Support trail aspects of CAMBA events
- Maintain and update website trail conditions
- Work with communications staff on content for website, social media, and CAMBA newsletter messaging

The Trails Director will report to and assist the Executive Director. The position is year-round and full time and the work schedule varies throughout the year based on needs. Primary locations are the trail system between Hayward, Cable, and Namakagon, WI as well as responsibility for the Ashwabay Trail Cluster.

Qualifications

A successful candidate shall have the following qualities or willingness to learn them

- Excellent interpersonal skills, attention to detail, and written & oral communication skills to connect with contractors, staff, and volunteers
- Good organizational and time management skills to keep projects on track
- Strong ethical standards and personal integrity
- Ability to work in a team environment, with a diverse group of people
- A high level of aptitude, self-motivation, resourcefulness, and ability to work independently without direct supervision
- A good basic level of fitness and mountain biking ability
- Possess or develop a thorough familiarity with all CAMBA trails
- Familiarity with local, regional, and national mountain bike advocacy and trail issues
- Trail building skills and experience including proper trail siting and construction techniques, both hand-built and machine-built, to maintain and construct trails that are safe, sustainable, and provide a quality trail riding experience
- Equipment operation skills, including mini-excavator, material hauler, plate compactor and similar equipment, including appropriate basic maintenance and mobilization of all equipment.
- Strong mechanical and technical aptitude and the ability to troubleshoot and source professional assistance if necessary
- Familiarity with common hand and power tools and equipment
- Basic carpentry skills
- Chainsaw experience and appropriate safety training, i.e. USFS S-212
- Basic first aid and CPR skills with progression to advanced level training

Requirements

- Reliable transportation is necessary
- Complete a Background Check