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## **SBHT Trail CREW Coordinator**

### **Job Description**

The Sleeping Bear Heritage Trail (SBHT) is a proposed 27-mile long non-motorized trail for biking, hiking, running, walking, wheelchair use, and cross country skiing. To date, 20 miles of trail have been built. The SBHT Trail CREW volunteers do the major maintenance on the trail. This includes keeping the trail free of debris, correcting erosion problems, removing down trees and limbs, and grooming the trail for cross country skiing in the winter.

The Trail Crew Coordinator works with the Sleeping Bear Dunes Roads, Trails, and Grounds Manager and the Park Volunteer Coordinator to assure that volunteers are following safe work practices and that equipment is safely operated, stored and properly maintained. The Coordinator works closely with the Trail Manager in identifying trail work needed, trail projects and tasks to be undertaken, and assists in the scheduling of the Trail CREW volunteers to undertake the work tasks. The Coordinator also assists the SBHT Manager in training Trail Crew volunteers.

Volunteer hours are reported with a paper sign-up sheet sent to the Volunteer Hours Coordinator after each month.

### **Required Experience**

Organizational skills  
Communication skills  
E-mail availability

**Familiarity with equipment operation**

### **Required Training**

Provided by Friends of Sleeping Bear Dunes and SLBE/NPS

### **Time Commitment**

Average 3 hours per week for planning and communicating.

Additional time will be required if/when the Coordinator helps out with activities.