



Position Title: Trails Manager

About Kingdom Trail Association

Kingdom Trail Association (KTA) is a nonprofit trail organization based in the Northeast Kingdom of Vermont that provides recreation and education opportunities for residents and visitors while working to conserve natural resources and create economic stimulation. KTA delivers its mission by partnering with landowners, local businesses, government agencies, and other non-profit organizations to develop and manage inclusive outdoor recreation opportunities in a non-motorized trail network accessible to people of all abilities and identities through membership.

Job Summary

This full-time, year-round, multi-disciplinary position assists Kingdom Trails' leadership with managing the trail network in various capacities based on the incumbent's skills and the needs of KTA summer and winter seasonal trail crews. The Trail Manager will be supported by and report to the Trails Director. The Trails Manager works alongside a year-round core team of seven. The Trail Manager will oversee and participate in the daily operations of a team of 3-5 Trail Crewmembers, clearing and maintaining trail corridors and constructing new trails. The Trailcrew works to improve drainage and erosion control across the network. We strive for sustainable trails and emphasize natural resource protection for our trails and the private lands on which our trail network depends. KTA takes pride in maintaining the trail network and caring for the people and the tools that help make Kingdom Trails a world-class destination.

Join the KT Team

- The Trails Manager will work closely with the following team members:
 - Supervised and supported by the Trails Director
 - Supervise, lead, and coordinate with seasonal and yearly Trail Crew Members

Core Job Responsibilities

- Commitment to KTA's mission of quality trail construction, maintenance, and stewardship
- Ability to use and manage equipment: UTV, hand tools, snowmobile, power equipment, etc.
- Ability to work well independently and with others, follow instructions, and delegate tasks
- Knowledge of sustainable and modern trail construction, maintenance, design practices, and techniques
- Stay up-to-date on safety and training certifications applicable to duties
- Document and report daily trail work efforts and crew hours
- Ensure winter trails are groomed regularly when needed
- Maintain and foster positive working relations in the local and regional community
- Supplemental duties to support other KTA operations

Skills

- Interest in multi-use/non-motorized recreational trails, particularly mountain biking
- Bachelor's degree or experience in recreation, resource management, environmental studies, or similar is valued
- Motivated, hard-working, and safety-oriented with a high attention to detail
- Ability to adapt to a fast-paced work environment
- Experience managing people
- Trail crew experience, including hand-building trails and bridges
- 5 years of licensed driving experience with a valid driver's license

Related Valued Skills

- Geographic Information Systems
- Graphic Design, such as the Adobe Suite, InDesign, and Canva
- Social Media, such as the Meta Business Suite, Constant Contact, and Instagram
- Equipment maintenance and repair
- Photography

Physical Requirements

- Ability to conduct strenuous field work and lift and carry up to 50 pounds
- Constantly able to reach, stretch, climb, balance, crouch, and stoop
- Ability to withstand a variety of outdoor weather conditions and adverse conditions

Benefits

- Opportunity for specialized training and professional development
- Supportive and respectful work environment, encouragement of outdoor recreation
- Free family Annual KT and individual Burke Mountain memberships
- KT gear allowance, merchandise discounts, and discounts at select local retailers
- Salaried position: \$44k-\$54k, based on qualifications and experience. Position includes healthcare, retirement matching, vacation, and sick time
- Eligible for annual raise and year-end bonus dependent upon individual and organizational performance measures

Core Values

- We welcome all who visit and live in our region
- We prioritize access and inclusion
- We use our trails with gratitude and respect
- We communicate with honesty and transparency
- We invite respectful and diverse opinions
- We steward smart growth in collaboration with our landowners and other stakeholders
- We embrace outdoor recreation, health, and safety as a shared responsibility
- We grow wisely by listening, learning, and evolving

To be considered for this position, submit a cover letter and resume to geoff@kingdomtrails.org or send a hardcopy to
Kingdom Trail Association
C/O Geoff Whitchurch
P.O. Box 204
East Burke, VT 05832

Kingdom Trail Association provides equal employment opportunities (EEO) to all employees and applicants without regard to race, color, religion, sex or sexual identity, gender or gender identity, national origin, age, ability, or genetics.