



Heart Lake Program Center
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VOLUNTEER TRAIL STEWARD

ADK (Adirondack Mountain Club) works to protect New York State wild lands and waters by promoting responsible outdoor recreation and building a statewide constituency of land stewardship advocates. Since 1922, the organization has worked to increase access to the backcountry by building trails, conserving natural areas, and developing a stewardship community that supports the ethical and safe use of New York's outdoor spaces. A member, donor, and volunteer-supported organization, ADK reaches across New York through its 27 chapters to inspire people to enjoy the outdoors ethically.

POSITION SUMMARY

ADK Trail Stewards play an essential role in consistent annual maintenance and monitoring of existing trails. An ADK Trail Steward is a dedicated volunteer professional who enjoys working to maintain trails throughout the Adirondack Park, and at times, leads and educates others in trail maintenance. Trail Stewards must be at least 18 years of age. They are an active steward of the Forest Preserve and act as an ambassador for ADK and share ADK's mission with the public, encouraging membership and involvement. These individuals must be comfortable with working in backcountry wilderness areas, sometimes alone, with hand-powered tools, sometimes in extreme weather conditions. They should have a thorough knowledge of ADK's mission and goals, NYS DEC regulations and Leave No Trace outdoor skills and ethics.

KEY RESPONSIBILITIES

- **Routine annual trail maintenance:** Trail Stewards are responsible for the general light maintenance that trails require on an annual basis. The ADK's Volunteer Stewardship Agreement (VSA) with the DEC is very explicit in the kinds of work that are and are not permitted to be performed by Trail Stewards. Any other activity not listed is prohibited unless specifically authorized by a future amendment to the VSA. The following maintenance activities are allowed and encouraged to be performed to the volunteer's best ability and standard of training:
 - Removal of fallen trees and woody debris (blowdown)
 - Brushing
 - Pruning
 - Drainage clearing
 - Authorized trail marking and sign replacement.
- **Partner Communication:** The Trail Steward is responsible for notifying the Supervising Forester of the trail at least two weeks before a steward visit. The Steward will provide information about the location and type of work to be performed and the names of those doing the work. The Steward will notify the Department contact person within 48 hours of completing the work. Within one week after the completion of activities, the Steward will report the details of the work accomplished to the Supervising Forester utilizing ADK's Trail Steward online Work Report. The Steward will notify the Supervising Forester of any injury sustained by any

volunteer within 24 hours of the incident or if they are unable to perform the work during the term agreement.

- **Maintain up-to-date training:** Active Stewards must participate in annual online training. In-person training is mandatory for first-time Trail Stewards, and must be refreshed every third year.

SCHEDULE

As a self-motivated volunteer program, once a Trail Steward is registered and trained, the Steward has the responsibility to visit and perform maintenance on their trail at least twice a year, ideally once before the end of June and again before the end of October. The exact days and times are up to the volunteer. Online and in-person training is mandatory and offered every year between May and June.

VOLUNTEER BENEFITS

Trail Stewards receive a free ADK membership, which includes a subscription to ADK's magazine *Adirondac*, free skiing and snowshoeing at Cascade Welcome Center, and discounts on Heart Lake Program Center parking, publications, programming, merchandize and lodging.

Upon successful on-boarding, Trail Stewards will receive an ADK Trails Program patch and Trail Worker rocker and ADK Trail Maintenance Handbook. Trail Steward trainings offer certifications in Leave No Trace education, Wilderness First Aid, and a map and compass course. At the end of each field season, a volunteer celebration will be held to recognize the hard work and dedication Trail Stewards put forth during the field season.

ORGANIZATIONAL STATEMENT

As an organization, we appreciate a diverse set of skills and candidates eager and willing to grow and learn with our organization. As such, our volunteer position descriptions are general overviews, not a mandatory comprehensive list. If you feel passionate about our efforts and believe that you have the skills and aptitude to succeed in this role, we want to hear from you.

ADK affirms its commitment to equal volunteer opportunity for all individuals. Decisions about recruiting, training, benefits, and all similar volunteer matters are made in compliance with all federal, state and local laws and without regard to race, color, religion, gender, ethnic or national origin, age, physical or mental disability, sexual orientation, gender identity, familial status, military status or any other classification protected by federal or state law.