



NYC Parks

CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Stewardship Crew Leader
Civil Service Title: Community Coordinator
Work Location: Baby Queensbridge, Queens

Duration: 12 Weeks, Expected start June 2026
Salary: \$34.41/per hour. 35 hours per week
Positions: 1

NYC Parks is a design award-winning city agency that builds and cares for public spaces for New Yorkers to connect, play and enjoy. NYC Parks manages more than 30,000 acres or 14% of the city's land, encompassing more than 5,000 individual properties. Our diverse set of assets includes recreational facilities, nature centers, historic buildings and structures, golf courses, athletic fields, playgrounds, tennis courts, public pools, comfort stations, retaining walls and nearly 14 miles of beaches.

The mission of the Natural Resources Group (NRG) within the Division of Environment and Planning is to protect, restore, expand, and manage New York City's natural spaces and green infrastructure to maximize their ecological and social benefits for all New Yorkers. The Division is responsible for planning, citywide urban forestry, and ecological and horticulture initiatives. The Stewardship Team, within NRG, supports the Division and engages the public by providing diverse opportunities for direct care of natural resources and the urban forest across the City.

Perks - Earn vacation and sick leave every month and receive free membership to our recreation centers.

MAJOR RESPONSIBILITIES

- Under general direction, with wide latitude for independent initiative and judgment, direct NYC Parks Stewardship Crews in preparation for engaging volunteers. Manage and expand volunteer events in upland forests and wetlands, including vegetation removals in natural areas, restoration plantings, erosion control, clean-ups, street tree care workshops and other service projects in Southeast Queens.
- Supervise a dynamic team of interns and entry level employees, with various levels of experience and instruct them in proper project techniques and the proper use and care of equipment and materials.
- Direct preparation of sites and determine suitability for volunteers.
- Manage and supervise volunteer events.
- Maintain records and prepare written reports, including the regular review of fieldwork entries into Access and Excel tracking forms, and maps of work areas in the Natural Areas Management Application.
- Coordinate on-site efforts with other work happening within the division, local park managers, local community groups and other agencies.
- Support the maintenance of tools, supplies and vehicles needed to support the work of staff and volunteers.
- Track field work and intern, staff and volunteer accomplishments, recruit additional staff as needed for preparation of events and coordinate logistical support for other projects in support of division work as needed.

QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

PREFERRED SKILLS/QUALIFICATIONS

1. Availability to maintain a flexible schedule by working weekends and occasional evenings.
2. Valid New York State driver license.
3. Ability to lift 50lbs. and handle gas-powered equipment.
4. Excellent communication, interpersonal and organizational skills.
5. Experience managing field staff and/or mobile crews. Experience working with and motivating volunteers.
6. Experience performing removals, native vegetation plantings, erosion control and coastal/park clean-ups.
7. Ability to work effectively as part of a team and independently.
8. Demonstrated commitment to public service and the environment.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

Fees: Hired candidates will be subject to a processing fee of \$85.00. Hired candidates who are not currently employed by the City will be subject to a \$104.50 background check fee.

How to Apply

All Applicants*

Click Here to Apply: [Stewardship Crew Leader](#) OR

Go to cityjobs.nyc.gov and search for Job ID# 774962.

All applicants must apply via cityjobs.nyc.gov. The City is no longer using ESS to accept applications.

***Current City Employees please include your ERN on your cover letter and your resume.**

POST DATE: 03/23/2026

POST UNTIL: 05/22/2026

References will be required upon request. We appreciate the interest of all applicants. Only candidates selected for an interview will be contacted. If you have any questions regarding this vacancy or require a reasonable accommodation during the application process, please email Sophia.Wohl@parks.nyc.gov.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115

For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](#)