

Community Service Crew Leader



Pine Technical &
Community College
Community Job Board

COMPANY NAME

Mille Lacs Band of Ojibwe , Onamia, MN

DESCRIPTION

The Community Service Crew Leader provides day-to-day supervision and oversight of community service crews performing projects for Mille Lacs Band Elders and the broader reservation community. This role is responsible for scheduling work assignments, supervising crew members, tracking employee time, transporting crews to job sites, and ensuring projects are completed safely, efficiently, and to client satisfaction. The position also oversees equipment usage, conducts safety inspections, assists with equipment maintenance, and provides training and orientation to crew members. Working primarily outdoors, the Crew Leader must maintain a professional, service-oriented attitude while supporting the mission of the Aanjibimaadizing program. The position requires independent decision-making, flexibility in scheduling, and the ability to manage multiple tasks while ensuring compliance with safety standards. This grant-funded position involves local travel and occasional out-of-state travel.

DEADLINE: 7/7/2026

QUALIFICATIONS

Required Qualifications

- Valid driver's license.
- Insurable under the Mille Lacs Band Driver's Insurance Policy.
- Ability to supervise and manage a work crew.
- Ability to record employee time and address personnel issues.
- Ability to transport crew members to work sites.
- Ability to work independently with minimal supervision.
- Ability to lift up to 50 pounds and occasionally more than 50 pounds with assistance.
- Ability to perform physical tasks including standing, bending, kneeling, crouching, twisting, reaching, and outdoor labor.
- Flexible schedule to ensure completion of assignments.
- Ability to manage multiple tasks and meet deadlines.
- Must pass a pre-employment drug and alcohol test.

Preferred Qualifications

- High school diploma or GED.
- One year of related work experience.
- CPR and First Aid certification.

Desired Skills & Attributes

- Strong leadership and supervisory skills.
- Customer service and communication skills.
- Safety awareness and equipment operation knowledge.
- Professionalism and positive attitude.
- Commitment to community service and program mission.
- Ability to work outdoors and take pride in community improvement projects.

CONTACT INFORMATION

Mille Lacs Band of Ojibwe HR Generalist
hr@millelacsband.com

APPLY THROUGH EMAIL