The Vermont Trails and Greenways Council (VT&GC) wishes to retain the services of an individual or company to facilitate the Green Mountain Trails Collaborative (GMTC) Stewardship and Education Committee. The Vermont Trails & Greenways Council seeks to ensure that people will always have access to adequate land and water-based trails and greenways. The focus of the Council’s mission is providing education and advocacy for all types of trail users in Vermont. The Council, therefore, has undertaken the important task of directing a facilitator to provide a comprehensive report on statewide trail stewardship and communication thru the Green Mountain Trails Collaborative. The GMTC represents a diverse group of interests from across the State of Vermont. The goal of the GMTC is to foster communication amongst a broad range of stakeholders and to facilitate actions that will create a more ecologically and socially sustainable public recreation trail experience. This work will result in a report that will be used by the GMTC to provide common trail stewardship messages to the public. This contract would commence on March 25th, 2010 and be completed no later than October 10, 2010. The selected contractor will work under the supervision of the Vermont Trails and Greenways Council. The contractor will facilitate 5-7 meetings of the Stewardship and Education Committee as well as ensure the ongoing productivity of this committee as it pertains to the final report. The subcontractor will also represent this committee and its priorities at 3-4 Green Mountain Trails Collaborative meetings in 2010. This committee is an established workgroup that includes diverse representatives of the Vermont trails community.

Specific tasks will include:

- Facilitate and direct the Stewardship and Communication Workgroup as part of the Green Mountain trails collaborative to identify trail issues (both universal and user specific) as well as create a common vision for addressing these issues to comprehensively cover all potential user group interactions.
- Expand the workgroup to include 3 or more underrepresented groups such as towns and trail commissions.
- Maintain information clearinghouse (website, Google Groups Page, etc.) that updates the Committee on progress and tasks to be completed as determined in collaboration with the VT Trails and Greenways Council.
- Compile a comprehensive list of efficient and practical means to divulge educational trail products thru multimedia resources. This should include media that would capture trail users’ attention to disseminate common trail messages/etiquette.
- Create universal, high-resolution .jpeg/.pdf template to be used in multimedia products that includes common messages determined by the workgroup.
- Work under guidance of Council, using the membership base as a resource for this process.
- Hold 5-7 meetings/conference calls with workgroup.
- Attend and represent workgroup at 3-4 Green Mountain Trails Collaborative meetings.
- Produce a 20-40 page report that includes the following:

Green Mountain Trails Collaborative – Stewardship Education Work Group
Green Mountain Trail Stewardship Education Plan Table of Contents
Qualifications:
- Demonstrated ability to facilitate workgroups and produce timely results
- Excellent writing and research skills
- Knowledge of trail issues and other related recreation issues in the state of Vermont
- Demonstrated ability to work independently
- Demonstrated ability to organize and facilitate public meetings
- Demonstrated experience in meeting deadlines
- Provide proof of liability insurance covering these activities

Compensation will be $1875 per month for 8 months for a total amount not to exceed $15,000. Invoices will be submitted to the Council on the 25th of every month. The selected party will be a sub contractor of VT&GC and will be not eligible for any benefit associated with employment by VT&GC.

Please respond by March 15, 2010 with a proposal that includes a letter of interest, resume or statement of qualifications and list of four references to:

Vermont Trails and Greenways Council
Danny Hale, Chair
c/o Vermont ATV Sportsman's Association, Inc. (VASA)
14 Don Camp Drive
Barre, VT 05641
Or via email: director@vtvasa.org