

CALIFORNIA STATE RAILROAD MUSEUM FOUNDATION

Chief Operations Officer Rail Ops

Railtown 1897 SHP

What we want you to know about the position:

The California State Railroad Museum Foundation is looking for a dynamic and energetic leader to join our team to oversee railroad operations at Railtown 1897 State Historic Park. This new position will work closely with Parks and Foundation staff, and State Park volunteers to ensure the safe and professional operation of the tourist railroad at Railtown.

The Chief Operations Officer will report to the Foundation's Director of Railroad Operations. The reporting location for this position will be in Jamestown, California. Occasional travel to Foundation offices in Sacramento will be required.

This is a new position, and the right candidate will be able to shape this position and will be a key player in helping Railtown and the Foundation grow operations. Railtown 1897 SHP is arguably the best preserved and one of the most important railroad heritage sites in California. Railtown operates tourist excursions April through October and operates one of the highest rated The Polar Express™ Train Rides in the country. Railtown has a collection of 4 steam locomotives including the Sierra No 3, a Roger's locomotive from 1891 and has been heavily featured in movies and tv productions.

These are the typical job duties you will be responsible for:

- Provide onsite management of day-to-day train operations including road and switch jobs.
- Ensure compliance with FRA, CPUC, DOT, Homeland Security and TSA regulations
- Keep accurate and timely documentation in compliance with Foundation, Parks, FRA and CPUC regulations.
- Perform operating efficiency testing as required by 49 CFR Part 217.
- Maintain certifications to serve as steam and diesel Locomotive Engineer (CFR Part 240), Conductor (CFR Part 242), Brakeman and Motorcar Operator Qualifications for road and yard operations.
- Provide guidance to Foundation leadership in prioritizing funding for projects and initiatives.
- Assist with leading annual required volunteer training and help encourage volunteer participation and retention.
- Schedule train crews as needed in conjunction with State Park Staff.
- Other duties as assigned.

These are the skills we need you to possess:

- Demonstrated knowledge of FRA and CPUC regulations with specific detailed knowledge of CFR Title 49, Chapter 2.
- Demonstrated ability to work with volunteers.
- Current 240 Locomotive Engineer Certification. DSLE qualification preferred.
- Thorough knowledge of Steam Locomotive operations and maintenance standards.
- Current 242 Conductor Certification.
- Demonstrated ability to manage multiple priorities.
- Ability to interface with the public in a positive and friendly way.
- Proficiency with Microsoft Office Suite.
- Be able to solve problems quickly and react to changing conditions on the job.
- A keen sense of humor.

These are the physical abilities you will need to complete the job duties:

Work is performed in a variety of different environments including but not limited to office settings, on and about railroad equipment and in shop facilities.

- Must have good vision and hearing, including the ability to see and read hand signals from near and far; distinguish between colors; visually judge the speed and distance of moving objects; see at night and recognize changes in sounds.
- Must be able to push, pull, lift and carry up to 25 pounds frequently and up to 80 pounds rarely.
- Must have good balance and coordination to step on and off equipment (standing or moving) and work from ladders to perform various tasks.
- Must be able to walk, sit, stand, and stoop comfortably.
- Must be able to work comfortably in all weather conditions – including snow, ice, rain, cold and heat.
- Must be able to work frequently at elevations more than 12 feet above the ground.
- Must be able to walk on various surfaces (rock, mud, sand, gravel, asphalt, concrete, wood, metal, ice, and wet surfaces) for prolonged periods.
- Must be able to work at a desk in front of a computer for extended periods of time.

Other Requirements:

- Must be willing to work weekends, evenings, and holidays as operating schedule dictates.
- Must pass a pre-employment background, drug and health screening.
- Must pass a hearing & vision exam per 49 CFR Parts 240 & 242.
- Must have a current driver's license.

Compensation:

Anticipated salary for this position is \$75,000 annually. The Foundation offers a generous benefits package including 3 weeks PTO annually, 13 holidays, 90% of employee's health benefit cost and full dental and vision coverage. Participation in the Foundation 401K begins after one year of employment. Relocation assistance is available for out of area candidates. This position is considered full-time exempt and is not eligible for overtime.

What we want you to know about Jamestown, California:

Situated in the foothills of the Sierra Nevada mountains about a two-hour drive from Sacramento, Jamestown has a population of about 3,500 residents. The area boasts numerous opportunities for outdoor recreation including hiking, camping, boating, and skiing. Several national forests and parks are within a short drive including Yosemite National Park, and Calaveras Big Trees State Park. The community in Jamestown and the surrounding communities continue to be strong supporters of Railtown and Railtown is a significant point of community pride.

What we want you to know about the Foundation:

The California State Railroad Museum Foundation is a 501(C)(3) organization and is an official cooperating partner for California State Parks. The Foundation supports Railtown 1897 SHP and the California State Railroad Museum in Sacramento. In partnership with Parks, the Foundation manages rail operations in Sacramento and is assuming additional railroad management duties at Railtown. Employing more than 30 employees, the Foundation employees approximately 8 employees at Railtown in positions ranging from events management, retail sales and railroad restoration workers. The Foundation is currently negotiating an expansion of our partnership with Parks to include a formal co-management agreement for the railroad operations at Railtown.

To Apply: Send a letter of interest and resume by email to Careers@csrmf.org. Review of applications will begin immediately and continue until the position is filled.