

POSITION DESCRIPTION

CONFLUENCE AMERICORPS PROGRAM

The Confluence AmeriCorps program advances environmental equity through innovative partnerships with local organizations in the Portland metropolitan area. We offer life changing service opportunities that engage Members at the intersection of environmentalism and social justice while promoting individual leadership and development. This position is a dynamic combination of serving with a Project Partner on a dedicated project (80%) and engaging in professional and leadership development opportunities, alongside a 22 Member cohort (20%).

EQUITY & INCLUSION

Confluence does not discriminate against any person or group on the basis of race, age, creed, color, religion, national origin or ancestry, gender identity, ability, sexual orientation, expression, pregnancy, parents/guardians with children, or veteran status. Confluence is committed to a diverse workplace, and to supporting our Members and staff with ongoing equity trainings and career development opportunities. Confluence, like many environmental programs, is a predominantly white space, and in an effort to decolonize dominant structures of oppression, we encourage people of color to apply.

Confluence provides reasonable accommodations to applicants and employees. Applicants with disabilities may request a reasonable accommodation and/or alternative formats at any point in the employment process.

DATES OF SERVICE

September 9, 2020 – July 30, 2021 (11 months – 1700 hours)

POSITION TITLE

Education and Outreach Coordinator



PROJECT PARTNER

National Wildlife Federation (NWF) and the Association for Northwest Steelheaders (ANWS)

<https://www.nwf.org/Northern-Rockies-and-Pacific-Region>

<http://nwsteelheaders.org/>

POSITION SUMMARY

This position is a partnership between Confluence Environmental Center, AmeriCorps Program, National Wildlife Federation and the Association of Northwest Steelheaders. NWF and ANWS are seeking an AmeriCorps Member to build on the successes of previous AmeriCorps Members, to promote environmental justice by engaging communities and partners in opportunities that help develop access to outdoor experiences (Family Fish Camp – 25%), to coordinate salmon education initiatives (Fish Eggs to Fry – 15%), to support sustainable environmental education (Eco-Schools USA, Schoolyard Habitats – 15%), to recruit wildlife stewards to restore/protect wildlife habitat (Garden for Wildlife – 20%), and general outreach and partnership development (5%) serving low-income communities and communities of color in Clackamas, Multnomah, and Washington counties. The Member will also participate in Confluence led professional development activities (20%) which include: Professional Development Series, team meetings, National Service events and other self-directed development opportunities.

ESSENTIAL FUNCTIONS (to include, but not limited to):

- Act as liaison between NWF staff and ANWS staff/members on joint education programming.
- Coordinate NWF/ANWS involvement in the Oregon Department of Fish & Wildlife's Fish Eggs to Fry program (rearing salmon and trout in the classroom) including volunteer engagement, alignment with Eco-Schools USA, collaboration with partners, updating database of participating schools, facilitation of classroom presentations, etc.
- Develop partnerships by networking with local groups/organizations and seek potential opportunities that expand outreach for NWF's Garden for Wildlife (Certified Wildlife Habitats) partnership with ANWS and other watershed stewardship and wildlife conservation activities.
- Plan and coordinate ANWS's annual Family Fish Camp event, which engages community members in recreating outdoors, through event planning and logistics, volunteer recruitment and equity/justice training, partner relationship building, budget tracking, scholarship program development and distribution, promotion and outreach, development of angler education materials, etc.
- Provide outreach presentations to possible new participants/volunteers at large community venues (i.e. Oregon Zoo Education Center), workshops (i.e. for teachers or gardeners), and conferences - targeting communities that experience disparities.
- Collaborate and engage with youth and adults from varying demographics and assist in recruitment and training of volunteers, teachers, students, and community members in environmental education and sustainability initiatives.
- Offer programmatic and innovative ideas to existing procedures that increase the efficiency and accessibility of education programs and local resource offerings.
- Assist with the following communication/marketing activities: website updates, press releases, magazine articles, blog stories, social media, design of flyers/event materials, grant writing, etc.
- Conduct outreach at community events (tabling and presentation of program resources) and compile metrics and other data into excel spreadsheet.
- Complete and submit all necessary paperwork and reports in a timely manner; abide by program policies; attend and complete all training and service requirements.

POSITION REQUIREMENTS

- Personal vehicle with insurance.
- Experience communicating and presenting to youth, teachers, schools, and/or management of classrooms/groups.
- Strong organizational and communication skills with attention to detail.
- Can relate easily and openly with diverse audiences.
- Ability to establish and cultivate relationships with potential participants and partners.
- Ability to thrive in a multiple task environment and serve evenings and weekends if needed.
- Ability to travel to visit classrooms and attend partner meetings across the region in Clackamas, Multnomah, or Washington counties.
- Proficiency with Microsoft Office Suite (Word, Excel, Publisher, PowerPoint) databases, and websites preferred.
- Relevant work or volunteer experience in outreach, education, communications, facilitation of trainings, or volunteer management.
- Willingness/openness to learn about and discuss racial equity and social justice issues.
- Ability to serve as part of a diverse team.
- Regular and reliable attendance and dependability.
- AmeriCorps Members must be: 18 years of age or older; U.S. citizen, national or lawful permanent resident; able to commit to the full term of service; able to successfully pass a fingerprint criminal history background check.

PREFERRED QUALIFICATIONS

- Strong interest and enthusiasm in working with teachers, students, and volunteers is highly desired.
- Familiarity with serving diverse populations such as people of color, low income communities, people with disabilities, seniors, etc.
- Event planning and coordination experience.
- Work, college classes, or volunteer experience in Environmental Education, Fish & Wildlife, Natural Resources, or similar field is preferred.
- Knowledge of Pacific Northwest flora and fauna, gardening, fisheries, watershed health (water quality) is helpful.
- Ability to speak Spanish (or another language) is helpful.

MEMBER BENEFITS INCLUDE

- \$14,279 monthly living allowance paid over the 11-month term of service (approx. \$1,298 monthly)
- \$6,195 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement
- \$100 Training Fund
- May be eligible for Supplemental Nutrition Assistance Program (SNAP)
- Professional certificate classes, trainings, and networking opportunities
- Attendance at state conferences, events, and participation on partner working groups

PROJECT LOCATION & TRANSPORTATION INFORMATION

- National Wildlife Federation and Association of Northwest Steelheaders Office: 6641 SE Lake Road, Milwaukie, OR 97222 (Clackamas County)
- Personal vehicle with insurance is required, a parking space is provided
- Project site is accessible by public transportation
- Mileage will be reimbursed for personal car use to service related activities (in Clackamas, Multnomah, or Washington counties)

HOW TO APPLY

STEP 1: **Apply to Confluence:**

- Complete [AmeriCorps Application](#)

STEP 2: **Apply to Project Supervisor:** *(Conducts first round interviews and recommends top candidates to Confluence)*

Email the following items to **Morgan Parks, NWF Oregon Education Manager**, parksm@nwf.org, by June 24, 2020:

- **Résumé**
- **Cover letter (1 page)**
- **Contact information for three references (name, title, relationship, email & phone)**

Questions about position? Call Morgan at 503-616-3613 (office) or 541-760-9238 (cell)

QUESTIONS ABOUT CONFLUENCE OR AMERICORPS?

Ashlie Tainer | Operations Coordinator | 503-349-0935 | atainer@confluencecenter.org