

## 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%).

### DATES OF SERVICE

September 5, 2018 – July 26, 2019 (11 months – 1700 hours)

### PROJECT PARTNER

The Blueprint Foundation

<https://www.theblueprintfoundation.org/>



### POSITION TITLE

Diverse Engagement Specialist

### POSITION SUMMARY

This position is a partnership between Confluence Environmental Center, AmeriCorps Program, and The Blueprint Foundation (TBF). The Blueprint Foundation aims to eliminate the opportunity gap for Black youth within the Portland Metropolitan Area, by engaging youth in culturally specific experiences that will sustain careers in disciplines where Black-identified individuals are currently underrepresented. This new AmeriCorps position will provide support to TBF to further develop the following programming:

- **Student Job Placement:** Since all students need to secure at least one internship before graduating high school, the Member will identify and document job opportunities; create strategies and processes in finding and applying to opportunities, and assist students in seeking out and applying to the ones that excite them. (30%)
- **Community outreach/volunteer recruitment:** We complete community projects and participate in stewardship activities on a regular basis. The Member will conduct outreach and recruitment to expand the community members to serve and learn with us and help design a citizen science project. (25%)
- **Near peer mentoring:** This program is designed provide access to near peer mentors (professionals that are closer in age to students) giving students an opportunity to talk more openly about personal issues and academic-related fears with mentors. The Member will expand it into a weekday program (currently just on the weekends) to give our youth multiple opportunities to interact with Black professionals who are at various phases of their careers. (25%)
- **Confluence:** The Member will participate in Confluence led leadership development activities which include: Leadership Development Program, Change Agent Project, team meetings, National Service events and other self-directed development opportunities (20%).

Furthermore, the Member would also be tasked to develop and implement mentor training and professional development alongside TBF staff. We want to assist the Member in gaining and furthering skill development in: mentoring and coaching, project management and budgeting, instructional design and culturally responsive education, and increasing their social capital within the Black community in Portland.

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

- Near peer mentor recruitment
- Coordinate near peer mentor activities
- Co-facilitate mentor training
- Organize one community improvement event
- Develop one citizen science project
- Assist with evaluation procedure for educational events and near peer mentoring
- Compile list of internship and paid teaching opportunities in the green workforce that are open to high school youth
- Assist youth in selecting and applying to job opportunities in the green workforce
- 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

- Experience serving with diverse populations including building relationships with immigrant or refugee populations, seniors, people of color, people with disabilities, or those with limited economic resources.
- Desire to promote environmental stewardship to underserved communities.
- Experience with intercultural communication.
- Understanding of the culture, cultural strengths, experiences, and racial and socioeconomic challenges of our student population – Black and Multiracial community members in North and Northeast Portland.
- 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

- Degree or apprenticeship certificate in environmental science, urban planning, water resources, natural resources, or related fields

## MEMBER BENEFITS INCLUDE

- \$13,732 living allowance paid over the 11-month term of service (approx. \$1,245 monthly, before taxes).
- \$5,920 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement
- \$100 Training Fund
- Professional Leadership Certificate, Trainings and Networking opportunities.
- May be eligible for Supplemental Nutrition Assistance Program (SNAP).

## PROJECT LOCATION

- The Blueprint Foundation Office: 2808 NE Martin Luther King Jr., Blvd Suite K, Portland, Oregon 97212
- Benson High School: 546 NE 12<sup>th</sup> Ave, Portland, OR 97232
- Roosevelt High School: 6941 N Central Street, Portland, OR 97203
- Various restoration sites in and around the Columbia Slough Watershed

## TRANSPORTATION INFORMATION

Applicants can anticipate the following scenarios to occur during their tenure with this position:

- Organizational vehicle available for service related activities.
- Most project sites are accessible by public transportation, but some restoration sites will not be.
- Personal vehicle is recommended for service activities - Member will be reimbursed for mileage.
- Bus tickets are available for service activities.

## EQUITY & INCLUSION

Confluence does not discriminate against any person or group on the basis of age, color, disability, gender, pregnancy, national origin, race, religion, sexual orientation, veteran status or genetic information. We are committed to a diverse workplace, and to supporting our Members and staff with ongoing career development opportunities. Confluence is an AA/EEO employer.

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

## HOW TO APPLY

**STEP 1: Apply to Project Supervisor:** *(Conducts first round interviews and recommends top candidates to Confluence)*

Email the following items to Jason Stroman at [Jason@theblueprintfoundation.org](mailto:Jason@theblueprintfoundation.org):

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

**STEP 2: Apply to Confluence:**

- **Complete [AmeriCorps Application](#)** *(Should be completed by July 15, 2018)*
- **Confluence interviews** and offers positions throughout August 2018.

## QUESTIONS ABOUT AMERICORPS? CONTACT:

Sherrie Jackson

Operations Coordinator | Confluence Environmental Center, AmeriCorps Program

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