

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 member cohort (20%). www.confluencecenter.org

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, has historically been a predominantly white space, and in an effort to decolonize dominant structures of oppression, **we strongly 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 6, 2023 – July 26, 2024 (11 months – 1700 hours)

POSITION TITLE

Community Food Coordinator – **two positions available**

PROJECT PARTNER

Housing Authority of Clackamas County, Resident Support Services

www.clackamas.us/housingauthority



POSITION SUMMARY

These positions are being offered in partnership between the Confluence Environmental Center, AmeriCorps Program, and the Housing Authority of Clackamas County. Each service member will be based at one of two HACC sites.

The goal of this position is for the AmeriCorps member to work to address issues around food insecurity and disparities in healthy food access in low-income Public Housing communities in Clackamas County. The member's time will be split between engaging housing residents in community gardening, in coordinating garden work parties, and in coordinating other health and wellness education for a community gardens located in one of two public housing neighborhoods, Hillside Manor in Milwaukie and Clackamas Heights in Oregon City. In addition, the member may engage youth in the Summer Lunch Program and/or assist in summer youth engagement activities (40%).

To work to understand the underlying components of food insecurity, the member will spend time assessing access to food systems as they currently exist in addition to strengthen collaborations with our local partners that focus on health and

food security issues. These partners include the Oregon Food Bank Seed to Supper and Free Food Market programs, OSU Extension Food Resource Management Services, Providence Milwaukie Hospital Teaching Kitchen, Clackamas County Public Health, and area food pantries (40%).

The member will participate in Confluence led leadership development activities which include: Leadership Development Training Series, completing a Change Agent Project (CAP), team meetings, National Service events and other self-directed development opportunities (20%).

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

- Run weekly Community Garden check-ins to support gardeners at both community gardens in propagation, planting, maintenance and harvesting activities throughout the growing season. Coordinate garden work parties and other community events to maintain the gardens and collaborate on community projects
- Coordinate with community partners that focus on food insecurity and health and wellness initiatives to provide garden and health workshops in public housing neighborhoods
- Recruit a diverse community of public housing gardeners to become leaders and change agents on food insecurity and other important issues in their communities
- Manage, coordinate, and track ongoing data related to volunteer and community gardener hours and summer lunch program attendance
- Complete and submit all necessary Confluence/AmeriCorps/Summer Lunch Program paperwork and reports in a timely manner
- Comply with HACC, Confluence/AmeriCorps, and Youth Summer Lunch program policies
- Attend and complete all HACC/Confluence/AmeriCorps/Summer Lunch training and service requirements including orientation, trainings, team meetings and national service days
- Coordinate the Summer Lunch program for youth 0 to 18 at Clackamas Heights Community Building
- Design and create outreach materials to engage public housing residents in community garden
- Wear Confluence uniform and/or appropriate identifiers and required safety gear while performing service or attending official events

POSITION REQUIREMENTS

- Strong organizational skills and the ability to serve independently, enjoys working with diverse groups of people both in the office and outside (rain or shine)
- Ability and willingness to communicate in a positive and professional manner to a wide range of stakeholders, including community gardeners, HACC staff and partner organizations
- Ability to joyfully work in inclement weather
- Ability to dig, kneel and lift 50 pounds
- Regular and reliable attendance and dependability
- 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 at beginning of service term; U.S. citizen, national or lawful permanent resident; in possession of a high school diploma or equivalent, or commit to earning one prior to receiving education award; able to commit to the full term of service; able to successfully pass a fingerprint criminal history background check and satisfactory report from the National Sex Offender Public Website (NSOPW) prior to the start of the position.

PREFERRED QUALIFICATIONS

- Associate's or Bachelor's degree
- Hands-on experience growing food in medium-scale garden environment
- Experience working with issues of food insecurity, diverse cultural populations, people of color, immigrant or refugee populations, or those with limited economic means
- Knowledge of/interest in sustainability & permaculture models of landscaping & agriculture production
- Skills as a garden and social justice educator

MEMBER BENEFITS INCLUDE

- \$18,300 living allowance paid over the 11-month term of service (approx. \$1,660 monthly, before taxes).
- \$6,895 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 & TRANSPORTATION INFORMATION

- Main Office (Resident Services Office): 509 A Street, Oregon City, OR 97045 (garden is .25 miles f/office). One member will be working out of this office, but may require offsite meetings between Oregon City and Milwaukie.
- Hillside Office: 2889 SE Hillside Court, Milwaukie, OR 97222 (garden is located on-site). One member will be working out of this office, but may require offsite meetings between Oregon City and Milwaukie.
- Admin Office: 13930 S. Gain Street, Oregon City, OR 97045
- Both Housing neighborhoods are accessible by Tri-Met bus services. At the Oregon City location, however, bus service times are somewhat limited.
- Mileage reimbursement during work hours will be provided for AmeriCorps members who have their own vehicle.

HOW TO APPLY

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

Email the following items to Elizabeth Miller, emiller@clackamas.us, 503-655-8279 and Jemila Hart, jemilahar@clackamas.us, 503-702-1587:

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

STEP 2: Interviews: If selected, you will be offered an interview with the project partner. Top candidates will be emailed to Confluence, who will conduct a second interview before making a decision.

QUESTIONS ABOUT CONFLUENCE OR AMERICORPS?

Salma Preppernau | Outreach Coordinator | 503-719-6779 | spreppernau@confluencecenter.org