

## POSITION DESCRIPTION

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### 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](http://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.

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### DATES OF SERVICE

September 6, 2023 – July 26, 2024 (11 months – 1700 hours)

### POSITION TITLE

Food Systems Outreach Coordinator

### PROJECT PARTNER

Portland Community College-Sylvania Campus, Environmental Center

<http://www.pcc.edu/about/sustainability/sylvania/>



### POSITION SUMMARY

This position is in partnership between the Confluence Environmental Center, AmeriCorps Program, and Portland Community College. The member's goal is to establish and support institutional systems to get healthy food, including fresh produce, to students with low-income and their families. Additionally, they will serve to bring awareness of food insecurity and develop leadership to address these systemic conditions. The member's time with PCC will be split into 3 complimentary parts, related to food insecurity for PCC students:

1. The member will address underlying components of systemic food insecurity at PCC and create meaningful change by helping instructors integrate food security topics into curriculum, developing educational programs, and supporting student initiatives (25%).
2. Support students in need through collaboration with PCC resources, and external resources like Oregon Food Bank and Partners for Hunger Free Oregon (30%).

3. Develop and lead educational activities that utilize Portland Community College's well established Learning Gardens, focusing on both food production and food growing education (25%).

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

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

- Run daily Learning Garden activities such as propagation, planting, maintenance, harvesting food, other work parties, and events. This might include remote delivery via Zoom.
- Lead education of growing food, healthy eating and cooking, and personal health by leading outreach activities such as tours and educational garden workshops (possibly virtual) with special emphasis on engaging populations in need and underrepresented Groups.
- Serve to create more accessible and equitable garden spaces.
- Design and create outreach materials and weekly newsletter items to market and publicize Learning Garden events and initiatives.
- Recruit a diverse community of faculty and students to become leaders and change agents for their PCC communities around food security.
- Collaborate with PCC stakeholders including other campuses' Learning Gardens, PCC faculty, Childcare Center, the Associated Students of PCC, Women's Resource Center, and Multicultural Center to engage and serve
- nontraditional and underserved student populations on campus in the Learning Garden in terms of providing and growing healthy food.
- Manage, coordinate, and track ongoing data related to food production, compost, volunteer hours and other projects.
- Complete and submit all necessary paperwork and reports in a timely manner; attend and complete all training and service requirements; wear Confluence uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.
- Abide by program and AmeriCorps policies. Under no circumstances will Members be asked to perform prohibited activities outlined in the approved grant.

#### **POSITION REQUIREMENTS**

- Ability to work remotely and engage audiences through remote tools.
- Strong organization skills and the ability to serve independently; enjoys working with diverse groups of people.
- Work in the office and outside in the garden whether rain or shine.
- Ability and willingness to communicate in a positive, professional manner with a wide range of stakeholders, including students, staff, and college organizations.
- Joyfully work in the inclement weather; ability to dig, kneel, and lift 40 pounds.
- 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**

- Attendance at a community college and an Associate's or Bachelor's degree is preferred.
- Hands-on experience growing food in a medium-scale garden environment and sustainability background.
- Experience working with issues of food insecurity, diverse cultural populations, people of color, immigrant or refugee populations, or those with limited economic resources.
- Skills with college-level lesson and curriculum planning

## 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.
- A broad range of networking opportunities as a service member with Oregon's largest educational institution.
- May be eligible for Supplemental Nutrition Assistance Program (SNAP).

## PROJECT LOCATION & TRANSPORTATION INFORMATION

- Location: 12000 SE 49th Ave, Portland, OR 97229
- PCC provides free shuttle service between campuses and is served by city bus lines.
- Personal vehicle is not required but helpful for the position.

## HOW TO APPLY

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

Email the following items to Peter Ritson at [peter.ritson@pcc.edu](mailto:peter.ritson@pcc.edu), 360-936-1649:

- **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?

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