

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

Climate Justice Project Coordinator

PROJECT PARTNER

Portland Public Schools

pps.net/sustainability



POSITION SUMMARY

This position is in partnership between the Confluence Environmental Center, AmeriCorps Program, and Portland Public Schools. The Climate Justice Project Coordinator will advance PPS' goals as outlined in the [Climate Crisis Response Policy](#) to develop climate justice education, engagement, and empowerment opportunities for students, teachers and staff. Our team aims to engage more students and communities to make PPS more sustainable and equitable, shifting our culture and creating a healthier, lower impact, and more empowered community. The position will build on the successes of previous AmeriCorps Members in the following ways:

- Provide communication, engagement and outreach around school climate justice projects and departmental goals. (20%)
- Collect, organize, and report on data related to operations, curriculum, and programming pertinent to climate justice. (20%)
- Coordinate and facilitate meetings and workshops with Climate Justice Youth Advisory and other student leadership events. (20%)

- A self-directed PPS project, designed in collaboration with PPS Climate Justice Advisor. (10%)
- Provide support and engagement for PPS climate justice leadership including board committees and stakeholder groups. (5%)
- Expand equity & inclusion lens for department programs and engagement. (5%)

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):

- Develop and implement climate justice education initiatives for staff, teachers, students, administration, and the community.
- Collect and share school site stories related to climate justice programs and events.
- Coordinate and facilitate regular meetings for Climate Justice Youth Advisory.
- Support the facilitation and communication of Climate Crisis Response Board Committee meetings.
- Build relationships and foster collaborations with schools.
- Create a culture of transparency and accessibility by regularly updating and sharing progress on climate justice efforts through Climate Justice communication outlets.
- Collaborate with District partners to increase climate justice practices and shift school culture.
- Keep up to date on PPS climate justice initiatives and opportunities for collaboration.
- 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

- Must have earned a Bachelor's Degree.
- Access to reliable transportation (i.e. transit, bike, vehicle).
- Enjoys engaging and educating people of all ages, interests, and roles within the school District.
- Interest in sustainability, operational systems thinking, climate science and climate justice.
- Experience in engagement platforms similar to newsletters, email blasts, social media, website management, video, and/or photography.
- Willingness/openness to learn about and discuss racial equity and social justice issues.
- Desire to learn and grow.
- 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

- Great organizational skills.
- Experience and awareness in community organizing.
- Experience with Excel, Google Suite.
- Experience with outreach, online surveys, and social media.

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).
- Mileage reimbursement and conference/workshop/training associated fees
- Promotion of work on webpage and social media

PROJECT LOCATION & TRANSPORTATION INFORMATION

- Dr. Matthew Prophet Education Center (PEC) District Building
501 Dixon St, Portland, OR 97227
Occupied Indigenous land of the Clackamas tribe, Cowlitz tribe, Confederated Tribes of the Grande Ronde, and Confederate Tribes of the Siletz
- PPS Schools- [District map of sites](#)
- Our office is currently working a hybrid model of in-office and remote days

HOW TO APPLY

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

Email the following items Kat Davis at kadavis@pps.net:

- **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