

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

Forth

<http://forthmobility.org/>



POSITION TITLE

Community Engagement Specialist

POSITION SUMMARY

This position is a partnership between Confluence Environmental Center, AmeriCorps Program, and Forth. Forth is a non-profit trade association working to accelerate the growth of the electric and “smart” mobility industry and promote greater adoption of these technologies. Through innovation, demonstration projects, advocacy and engagement, our mission is to advance electric, smart and shared transportation in the Pacific Northwest and beyond. We are a small, dynamic organization with many opportunities for taking charge of projects and collaborating one-on-one with staff.

This position will build on the successes of previous AmeriCorps Members and interact with employer organizations, municipalities, community partners, and the public to help promote the use of electric vehicles, EV charging, and other clean transportation options (30%). This AmeriCorps position will work with Forth staff to educate school-aged children and provide pathways for education with Portland-area school districts (30%). The Community Engagement Specialist will also interact with the public and with community partners to promote EVs to lower-income households in the communities most impacted by air pollution and tailpipe emissions, organize “ride and drive” events, conduct public outreach, and assist with related projects being developed by Forth (20%). 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%).

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

- Increase knowledge in underserved communities about the benefits of low-cost electric vehicles
- Partner with staff and school districts to increase the awareness and enthusiasm for clean vehicles in and out of classrooms
- Schedule and conduct tabling events and interactive activities related to clean-air and transportation electrification
- Expand the number and type of volunteer opportunities available within the organization
- Conduct outreach activities to engage more racially or economically diverse individuals and organizations in electric mobility

- Identify employers in lower-income communities whose employees would benefit from workplace charging support
- Continue to develop and implement curriculum both in classrooms as well as after-school programs with target communities in mind
- Support and finish transportation equity projects started by previous AmeriCorps Member
- Support Forth's Diversity, Equity, and Inclusion efforts, including implementation of Forth's equity tool for organization-facing decision making
- Complete and submit all necessary paperwork and reports in a timely manner, abide by program policies, and attend and complete all training and service requirements

POSITION REQUIREMENTS

- Strong writing and communication skills
- Event organization experience
- Comfortable speaking on the phone
- Outgoing and engaging with others
- Attention to detail
- Interest in electric vehicles and/or other forms of clean transportation
- Familiarity with low-income communities and/or communities of color
- Any combination of experience and education equivalent to 2-4 years
- Must have a valid driver's license, clean driving record (in accordance with organizational policy), and ability to provide documentation in a timely manner
- 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

- Familiarity with the region is helpful, but not required
- Ability to speak multiple languages (such as both English and Spanish)
- Interest in emerging vehicle technologies and clean transportation

MEMBER BENEFITS INCLUDE

- \$13,700 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 & TRANSPORTATION INFORMATION

- Forth's office is located at 1450 NW 18th Ave., Suite 240, Portland, OR 97209
- If off-site transportation is required, a company e-bike is available and a company vehicle can be provided contingent on a driver's license and clean driving record

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:

Email the following items to Zach Henkin, zachh@forthmobility.org, 503-724-8670 ext 103:

- **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

5441 SE Belmont Street, Suite 25, Portland, OR 97215

503-719-6779 | sjackson@confluencecenter.org