

Position Description



Position Title	Community Stewardship Facilitator
Program	Climate Impact Corps
Reports to	Program Manager and Site Supervisor

Position Summary

Community Stewardship Facilitators build community by leading engaging environmental action activities. Community Stewardship Facilitators are placed with non-profit organizations or public agencies where they organize community members, institutions, and groups to strengthen social cohesion and connections to their environment. This is an AmeriCorps service member position with the AmeriCorps program, Climate Impact Corps.

Essential Functions

Community Engagement and Organizing

- Attend community events, gatherings, and meetings to develop relationships between the community and the host organization.
- Create and maintain a community asset map to identify organizations, institutions, groups, community leaders, and places to engage in environmental action activities.
- Organize community environmental action activities in one or more of the following categories:
 - Physical changes to the environment (e.g., pollinator gardens, tree planting)
 - Producing goods and services with the community (e.g., community gardening, winter clothing drive)
 - Community education (e.g., community climate conversations, environment-themed public art)
 - Community science and inquiry (e.g., water quality testing, air quality testing)
- Maintain an ongoing record of institutions, organizations, groups, and individuals engaged through outreach and environmental activities.
- Work with community organizations and individuals to share stories and impact of environmental action activities.

Facilitate Environmental Action Activities

- Create a safe, welcoming, and engaging environment for community members to participate in environmental action experiences.
- Develop session plans for environmental action experiences including ensuring opportunities for participant introductions, learning, and reflection. Ensure sessions are designed to promote social connections and place-based learning.
- Use evidence-based methods to connect community members' interest in environmental action activities to climate change issues.
- Use participant, peer, host site supervisor, and staff feedback to improve facilitation practice.
- Document community members' experiences through use of surveys, observations, interviews, storytelling, and other methods to measure social connections and sense of place.

Communication

- Practice inclusive and thoughtful behavior in building rapport with program participants, site stakeholders and program staff; maintains professional boundaries.
- Communicate regularly and effectively with program staff, and site personnel.
- Report data in online systems in a timely and accurate manner.

Attendance

- Demonstrate regular, timely attendance and adherence to hours as scheduled.
- Commit to service for the full-service term, serving the total commitment of hours within the term.
- Participate in all required Amptact sponsored training sessions, meetings, and coaching sessions, travel as necessary. Community Stewardship Facilitators will receive training on best practices for community engagement, group facilitation, and communicating about climate change with a focus on pursuing climate justice.
- Represent Amptact at site-sponsored activities (e.g., Earth Day event) and provide education about Climate Impact Corps and sustainability projects as a climate solution. Share personal climate stories at public events.
- Actively participate in service projects and commemorating days such as Martin Luther King, Jr. Day (as applicable). These may include evening and/or weekend hours.
- Be an ambassador of the program by submitting member stories and participating in outreach activities.

Minimum Qualifications

- Must be 18 years of age or older by two weeks prior to your start date.
- Must have at least a high school diploma or its recognized equivalent by your start date.
- Must be either a citizen, national, or lawful permanent resident of the United States.
- Must pass mandatory National Service Criminal History Checks.
- Must not have served four or more prior terms of service with AmeriCorps State or National.
- Speak, read, and write English fluently.
- Experience with professional computer skills and confidence using computers. Comfort and experience using Microsoft Office Suite (Word, Excel), completing internet searches, and navigating resources online, completing data entry, using e-mail regularly including sending attachments, using databases and software, using videoconferencing software, and attending training online.
- Positions that require driving will require a valid driver's license and the ability to pass a driving record check. Some positions require access to a personal vehicle for transportation.

Preferred Qualifications

- Proficiency in a language(s) other than English.

Physical Requirements

- Some positions are primarily based in an office setting and require sitting, standing, and operating a computer and telephone.
- Some positions may require light to moderate lifting, bending, stooping, pulling, kneeling, carrying, and use of hand tools up to 30 lbs.
- Some positions may require the ability to work outdoors in adverse weather conditions, such as wind, rain, high or low temperatures on challenging terrain for up to 8 hours at a time.

Amptact will not discriminate for or against any AmeriCorps service member or applicant on the basis of race, color, creed, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, familial status, military service, or any other category protected by law.

Reasonable accommodations provided upon request. This document is available in alternative formats