UNITED COMMUNITIES AMERICORPS

United Communities AmeriCorps (UCA) members engage in meaningful service that meets critical community needs throughout Southwest Oregon. UCA projects improve access to social services by bridging barriers to educational opportunities, mentoring, job skills development, employment resources, family stability, and having healthy futures. Our members engage clients in their dedicated service project, and then use their experience to recruit, retain, and support community volunteers in their project and host site. Our positions are a dynamic combination of serving in a dedicated project (85%) and engaging in civic and professional development opportunities, alongside our AmeriCorps cohort (15%).

SERVICE TERM
August 26, 2020 – July 31, 2021 (full-time; 11 months - 1700 hours)

POSITION TITLE
Environmental Education and Outreach Leader

PROJECT HOST SITE
Umpqua Watersheds, Inc. | www.UmpquaWatersheds.org

PROJECT LOCATION
539 SE Main Street, Roseburg, Oregon 97470

POSITION SUMMARY
Umpqua Watersheds, Inc. is dedicated to the protection and restoration of the Umpqua basin and beyond through education, restoration, advocacy and ecologically sound stewardship. Our Environmental Education and Outreach Leader will help us achieve our mission by improving science literary, developing technical skills in natural resources for at-risk youth, and mobilizing volunteer support within member led programs. To achieve these goals, our member will: 1) strengthen and expand forest stewardship curriculum, wilderness education curriculum, and a Science Olympiad team; 2) support summer programs including coordinating fieldwork projects for our natural resources technical crew and leading the annual Youth Wilderness Campout; 3) recruit and manage volunteers to support the sustainability of educational programs; 4) assist in restoration projects in the Elk Creek Watershed.

ESSENTIAL RESPONSIBILITIES (to include, but not limited to)
• Teach existing curricula and education programs in partnering schools and organizations.
• Refine and update curricula, educational materials, and teaching tools in forest stewardship, environmental science, and natural resources.
• Outreach to new schools and organizations for new educational partnerships.
• Attending and assist in facilitating monthly Education Committee Meetings.
• Attending monthly Board of Directors Meetings to provide update on AmeriCorps activities and Programs.
• Update UW website and FB pages with information on Education events and activities.
• Maintain a bi-weekly Environmental Education Blog on UW website.
• Assist in Volunteer recruitment, training and management as it relates to Education and fundraising initiatives.
• Raise funds through donation requests and small grants to support the education programs.
• Implement and/or develop systems to inform Effective Volunteer Management Practices (EVMPs).
• Complete and submit all necessary UCA paperwork and reports in a timely manner.
• Attend and complete all UCA training and service requirements including orientation, trainings, team meetings, and National Days of Service (Make a Difference Day, MLK Jr. Day, and a June Service Event).
• Wear AmeriCorps apparel and/or appropriate identifiers while performing service or attending official events.

MARGINAL RESPONSIBILITIES (to include, but not limited to)
• Learn and improve utilizing various platforms to increase capacity and resiliency (such as Zoom, Google Hangouts, Bloomerang, etc.)
• Assist in office work (answering calls, mailing newsletters, etc.) when needed.

POSITION REQUIREMENTS
• Ability to work independently, show initiative, and communicate effectively.
• Ability to teach independently and with school staff and volunteers.
• Ability to work with at-risk youth (ages 6 and up) in classroom and outdoor settings.
• Comfortable working outdoors at times.
• Comfortable working in an office setting in-between activities and when programming schedules are less active.
• Willingness to work a flexible schedule, including some evenings and weekends.
• 17 years of age or older, at beginning of service term.
• U.S. citizen, national or lawful permanent resident.
• Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
• Ability to commit to the full term of service for which they are applying.
• Must successfully pass a National Service Criminal History Check provided through UCAN and/or Project Host Site.
• Regular and reliable attendance.
• Have not previously served four terms in an AmeriCorps*State or National program. Members are only eligible for the equivalent of two full-time education awards in their lifetime. Applicants must disclose if they have ever been removed for cause from any national service program.

PREFERRED QUALIFICATIONS
• Possess a four-year science, environmental education or a related degree from an accredited college or university.
• Two years or more experience teaching science, environmental education or a related field.
• Energetic, self-motivated, self-directed, and willing to learn individually and with a team.
• Experience in outdoor recreation (backpacking, camping, etc.).
• Experience and/or desire to work with at-risk youth (ages 6 and up).
• Experience recruiting and managing volunteers.
• Excellent verbal, written, and organizational skills.
• Possess a vehicle and a valid driver's license, clean driving record and ability to provide documentation.

SERVICE CONDITIONS
• Serve at-risk youth of varying ages and educational backgrounds.
• Alternate between office, classroom, and outdoor settings.
• Working environment is not always structured and the member must be flexible for changes.

PHYSICAL & INTELLECTUAL DEMANDS
• Ability to accommodate diverse points of view in students and in the community.
• Ability to manage students in a professional manner in classroom and outdoor settings.
• Ability to teach in front of students.
• Be resourceful in developing curricula with supporting educational tools.
• Have an interest in and willingness to learn more about science and/or education.
• Comfortable hiking, backpacking, and camping.
• Frequent driving between host site and schools.

EQUIPMENT USED
• Office equipment: computer, photocopier, printer, scanner, phones, camera.
• Office software and online tools: Microsoft Windows, Microsoft Office, Facebook, WordPress.
• Science and environmental education supplies and materials (GPS, compass, clinometer).
• Outdoor equipment: Tents, sleeping bags, portable gas stoves.

TRANSPORTATION INFORMATION
• Project site is accessible by public transportation and/or bike.
• Personal vehicle is recommended to get to service sites.
**MEMBER BENEFITS INCLUDE**

- $14,297 living allowance paid over the 11-month service term (approx. $1,299.72 monthly, before taxes).
- $6,195 education award upon successful completion of the term of service which can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used. Members that are 55 and older may transfer the award to one child or grandchild.
- May be eligible for Loan Forbearance & Interest Accrual Repayment on qualified loans (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Basic medical insurance (covers members only, not dependents; vision and dental not included).
- Child care allowance for those who qualify.
- Professional development, trainings and networking opportunities

**EQUITY & INCLUSION**

UCA values diversity and seeks to provide an inclusive space that rejects intolerance. Qualified individuals with disabilities and those from diverse backgrounds are strongly encouraged to apply. UCA is an AA/EEO employer. UCA provides reasonable accommodations for qualified individuals and conducts all activities in fully accessible settings.

**HOW TO APPLY**

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<th>Application Deadline: July 31, 2020</th>
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<td>Interviews are conducted on a rolling basis as qualified candidates are identified, so early application is strongly encouraged as member selection may be made prior to the application deadline.</td>
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**STEP 1:** **Apply to United Communities AmeriCorps:**

- Submit [AmeriCorps Application](#)
- To find this position, click on “Advanced Opportunity Search” and search “UCA” in Program Name
- Submit application, UCA will then forward it to site supervisor for review who then waits for items in Step 2

**STEP 2:** **Apply to Project Site Supervisor:**

Conducts first round interviews on a rolling basis and recommends top candidates to UCA

Email the following items to: [Kasey@umpquawatersheds.org](mailto:Kasey@umpquawatersheds.org)

- Resume
- Cover Letter (1 page)
- Contact information for three References (name, title, relationship, email, & phone)

**STEP 3:** The Project Site Supervisor submits top applicants to UCA for a second interview. Once top applicant interviews are complete, applicants will be notified of selection decision.

**QUESTIONS ABOUT THIS POSITION? CONTACT:**

Kasey Hovik
Executive Director | Umpqua Watersheds
539 SE Main St. Roseburg, OR 97470
541-671-6578 | [Kasey@umpquawatersheds.org](mailto:Kasey@umpquawatersheds.org)

**QUESTIONS ABOUT AMERICORPS? CONTACT:**

Jordan Jungwirth
Program Director | United Communities AmeriCorps
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541-492-3919 | [jordan.jungwirth@ucancap.org](mailto:jordan.jungwirth@ucancap.org)