
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 20 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, is a predominantly white space, and in an effort to decolonize dominant structures of oppression, we 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 8, 2021 – July 29, 2022 (11 months – 1700 hours)

POSITION TITLE

Community Outreach Coordinator

PROJECT PARTNER

Sandy River Watershed Council (SRWC)
sandyriver.org



POSITION SUMMARY

This position is in partnership between the Confluence Environmental Center, AmeriCorps Program, and the Sandy River Watershed Council. The Sandy River Watershed Council seeks a Community Outreach Coordinator to develop creative outreach strategies to engage diverse communities in the lower Sandy River watershed in mutually meaningful activities that contribute toward watershed health and livability for all. SRWC is currently working on sites on Beaver Creek on the Mt. Hood Community College campus, in Gresham and Troutdale, and at the Sandy River Delta. Coordinator activities will include: skill building and training (10%), planning and hosting educational outreach and stewardship events (30%), developing digital media outreach (30%), and supporting SRWC equity work (10%). The Member will also 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):

The core functions of this positions are to provide inclusive, culturally responsive outreach and education opportunities to the diverse residents and visitors to the lower Sandy River Watershed. Specific activities include:

- Develop community stewardship efforts in the lower watershed
- Host volunteer work parties including planting, weeding, invasive species and trash removal
- Supervise diverse workforce development program youth in the above activities
- Create SRWC digital and social media materials and strategies
- Coordinate e-newsletters, writing and curating blog posts
- Provide stormwater and restoration outreach and education, via site tours and presentations
- Cultivate partnerships, new and old
- Table at community events
- Recruit volunteers
- Provide photo/video and written documentation of activities
- Willingness and aptitude to support SRWC equity work
- Complete and submit all necessary paperwork and reports in a timely manner; abide by program policies; 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.

POSITION REQUIREMENTS

- Leadership skills; able to recruit and lead diverse community members in stewardship activities
- Attention to detail, especially in coordinating events and creating outreach materials
- Computer literate (i.e. familiar with social media platforms and word processing)
- Able to represent SRWC to the public verbally and in writing
- Ability to work collaboratively and independently
- Communication and conflict resolution skills
- Self-motivated, quick learner, takes initiative and follows through in a timely manner
- Passionate about bringing people together around common goals
- Must have a personal vehicle for carrying event related equipment to sites not accessible by bus
- 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 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

- Knowledge of general natural sciences, sustainable stormwater management, watershed restoration principles and/or willingness to learn
- Actively engaged in Diversity, Equity and Inclusion principles and work
- Past experience in environmental education, communication, outreach, and/or public relations
- Bilingual in Spanish, Russian, or other language
- Resident of East Portland, Gresham, Troutdale, or surrounding communities
- Familiar with the Sandy River and its tributaries

MEMBER BENEFITS INCLUDE

- \$15,100 living allowance paid over the 11-month term of service (approx. \$1,372 monthly, before taxes).
- \$6,345 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement

- \$125 Training Fund
- Professional Leadership Certificate, Trainings and Networking opportunities.
- May be eligible for Supplemental Nutrition Assistance Program (SNAP).

PROJECT LOCATION & TRANSPORTATION INFORMATION

- SRWC is located at St. Aidan’s Church, 17405 NE Glisan St. Portland OR 97230
- Office Accessible by buses 19 and 87 and Max within half a mile
- Member is responsible for their own transportation to SRWC office and off-site locations
- Personal vehicle required, and mileage will be reimbursed for service-related travel
- Primary field sites include: Mt. Hood Community College, Lower Beaver Creek in Troutdale, and Sandy River Delta

HOW TO APPLY

STEP 1: Apply to Confluence:

- Complete [AmeriCorps Application](#)

STEP 2: Apply to Project Supervisor: *(Conducts first round interviews and recommends top candidates to Confluence)*

Email the following items **by July 12th** to Sara Ennis at sara@sandyriver.org or call 971-325-4224:

- **Résumé**
- **Cover letter (1 page)**
- **Contact information for three references (name, title, relationship, email & phone)**

QUESTIONS ABOUT CONFLUENCE OR AMERICORPS?

Ashlie Tainer | Operations Coordinator | 503-349-0935 | atainer@confluencecenter.org