

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, 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 7, 2022 – July 28, 2023 (11 months – 1700 hours)

POSITION TITLE

Waste Prevention Educator



WASHINGTON COUNTY
OREGON
Solid Waste & Recycling

PROJECT PARTNER

Washington County Solid Waste & Recycling
<https://www.co.washington.or.us/HHS/SWR/>

POSITION SUMMARY

This position is in partnership between the Confluence Environmental Center, AmeriCorps Program, and Washington County Solid Waste & Recycling. The Waste Prevention Educator will build on the successes of previous AmeriCorps Members in the following ways:

- Encourage Washington County community members to waste less food at home. Preventing food waste has emerged as a priority across diverse stakeholders as a way to increase food security and protect the environment. As part of the Eat Smart, Waste Less campaign, the Member will educate community members about wasted food prevention through a series of tactics such as event tabling at farmers markets and community events, door-to-door canvassing in multifamily communities, movie viewing events and presentations to community groups (50%).
- Encourage community members to prevent waste and recycle at home, with a focus on historically underserved communities. The Member will assist staff in offering technical assistance to multifamily property managers and providing education and outreach to multifamily communities upon request. The Member will recruit Master Recycler volunteers to help with outreach and education efforts (30%).
- Depending on time, staffing, and other factors, the Member might work on:

- Researching the feasibility of a local community compost program.
- Supporting local repair and reuse initiatives.
- Surveying food donation sites in partnership with our Green Business Team.

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 relationships with program partners such as community groups, property managers and Master Recyclers.
- Coordinate events such as movie-viewings, discussion groups, or other waste-related education activities.
- Provide direct public information to community members through presentations, door-to-door outreach and at community events.
- Identify and communicate material, information, and resource needs required to perform duties.
- Prepare and distribute education materials related to projects.
- Recruit, train and coordinate volunteers for waste reduction outreach activities.
- Collect and enter data related to outreach and education projects in Word, Excel, Salesforce and other programs as needed.
- 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.

POSITION REQUIREMENTS

- Knowledge of community engagement methods including public speaking.
- Possess communication skills and be able to take on supervised coordination of assigned tasks.
- Highly motivated with a strong commitment to sustainability.
- Experience with diverse populations and ability to serve as part of a diverse team.
- Ability to manage volunteers.
- Proficiency with Microsoft Word, PowerPoint and Excel.
- Possession of a driver's license valid in the State of Oregon and an acceptable driving record.
- Position requires a significant amount of walking and the ability to lift up to 30 lbs.
- Willingness/openness to learn about and discuss racial equity and social justice issues.
- 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

- Ability to communicate orally and in writing in both English (advanced) and Spanish (intermediate).
- Possession of a 2- or a 4-year college degree with some education/training in communication, public relations, education, environmental studies or related fields.
- We strongly encourage applicants who self-identify as part of a group that have been historically underrepresented in the environmental field to apply.
- Consideration may be given to applicants who live or have lived or worked within our service area.

MEMBER BENEFITS INCLUDE

- \$16,502 living allowance paid over the 11-month term of service (approx. \$1,500 monthly, before taxes).
- \$6,495 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance

- Child Care Reimbursement
- \$100 AmeriCorps Training Fund and additional training opportunities provided by Washington County.
- Professional Leadership Certificate, Trainings and Networking opportunities.
- May be eligible for Supplemental Nutrition Assistance Program (SNAP).
- Member may be provided a monthly TriMet public transportation pass.

PROJECT LOCATION & TRANSPORTATION INFORMATION

- Office Building: Public Service Building, 155 N. First Ave, Suite 160, Hillsboro, OR 97124
- Fieldwork at various locations throughout Washington County, Oregon
- Member will have access to County vehicles and is eligible for mileage reimbursement for use of Member's personal vehicle as agreed upon by County staff.
- The Member will have an opportunity to work a hybrid schedule; serving from the office and, if desired, from home for a few days each week. A laptop will be provided for remote service.
- Member will have access to a County cellphone.

HOW TO APPLY

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

Email the following items to Megan Shuler at megan_shuler@co.washington.or.us (971) 404-4806:

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

STEP 2: Apply to Confluence:

- **Complete [AmeriCorps Application](#).** Basic information will suffice, or submit resume to the [HelpDesk](#) to request autofill. Once completed, submit to the Confluence position.

QUESTIONS ABOUT CONFLUENCE OR AMERICORPS?

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