

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, has historically been a predominantly white space, and in an effort to decolonize dominant structures of oppression, **we strongly 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 6, 2023 – July 26, 2024 (11 months – 1700 hours)

POSITION TITLE

Kellogg Dam Removal Community Engagement Coordinator

PROJECT PARTNER

North Clackamas Watersheds Council - ncwatersheds.org

Kellogg Creek Restoration & Community Enhancement Project: milwaukieoregon.gov/kellogg



POSITION SUMMARY

This position is in partnership between the Confluence Environmental Center, AmeriCorps Program, and North Clackamas Watersheds Council. The Engagement Coordinator's main role will be to help engage the community in the Kellogg Creek Restoration & Community Engagement Project, a regionally significant dam removal and stream restoration project in downtown Milwaukie, OR. This position will be successful if it 1) builds community knowledge and gathers community input on the project and how it relates to community needs in a way that can then inform the design process, 2) reaches beyond the most typically engaged populations (typically white and middle-class) to include organizations and people of color and low-income populations in this process, and 3) engages the local community in community science related to the project.

Goals:

- Develop and Deepen Relationships with Marginalized Populations and Organizations (25%)

- Work with culturally specific groups (Tribes, nonprofit organizations, agencies) to engage historically marginalized people in understanding the project and articulating their/their communities needs and desires in ways that can inform the design process
 - Conduct deep outreach to reach individuals who are not part of these organizations (i.e. residents, affordable housing organizations, CCC students, site visitors, etc.)
 - Schedule, plan and co-plan, and hold organizational meetings, organizational research, and meet with organizational staff
 - Work with two Tribes to more deeply engage their needs, surface cultural stories related to the project, and identify interpretive/educational opportunities in the project to tell these stories
 - Work with culturally specific partner organization to recruit participants, coordinate, and co-facilitate listening sessions and culturally specific site tours
 - Keep meeting notes and synthesize information
 - Work with staff and Community Engagement Team to craft follow up strategy
- Plan and Conduct Community Engagement Activities (25%)
 - Plan, co-lead, and lead site tours, presentations, webinars, and other forums to engage people in the project and solicit input (in-person, virtual, and online)
 - Promote and secure participants for these activities, spanning both local residents and historically marginalized populations
 - Use a variety of outreach to secure participants; emails, door-to-door, online, community research, site visits, presentations to key groups, etc.
 - Plan and make presentations, facilitate discussions, workshops, on-site information gathering, etc.
 - Develop relationship with local High School & Middle School to engage in the project; meet with teachers, administrators, etc.
- Launch Community Science Engagement (20%)
 - Work with the Watershed Restoration Manager to engage the community in community science around the project (i.e. wildlife monitoring, freshwater mussels, etc.)
 - Recruit and manage volunteers on these projects (community volunteers, college/high schools students, landowners, residents, etc.)
 - Track volunteer engagement, communicate with volunteers, track contact info and recruitment
- Communication & Coordination (10%)
 - Operate as part of a larger project team
 - Synthesize responses into a summary and work with project partners to make recommendations

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):

- Plan, recruit participants and present activities to familiarize community members with natural resources projects and gather their input.
- Promote, organize, and lead tours of the Kellogg Creek Restoration & Community Enhancement Project and gather community input.
- Recruit participants to community meetings, tours, site visits, online meetings and webinars, and other methods
- Co-facilitate and facilitate community meetings about the project, and lead follow up with participants.
- Find and reach out to underserved populations (communities of color, low-income populations) via a variety of creative methods, and engage them in conversations about the project.
- Give presentations and facilitate conversations about the project with a variety of mainstream audiences and historically marginalized populations.
- Recruit volunteers, students, teachers, and other in community science projects.

- Develop a relationship with Milwaukie High School and Rowe Middle School Teachers around the project.
- Serve as part of the project Community Engagement Committee, and interface with nonprofit and agency staff to help implement the Communications/Community Engagement Plan.
- 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.
- Abide by program and AmeriCorps policies. Under no circumstances will Members be asked to perform prohibited activities outlined in the approved grant.

POSITION REQUIREMENTS

- Ability to explain complex projects (preferably natural-resources related) to the public in an understandable way
- Ability to seek out and recruit members of the public to participate in events (tours, site walks, meetings, webinars, surveys, etc.)
- Ability to find and engage community members who are not typically engaged in natural resources projects
- Skill, ability, and/or lived experience developing relationships with community organizations (i.e. cultural organizations, neighborhood groups, etc.)
- Skill, ability, and/or lived experience developing rapport and relationships with people of different cultures
- Public speaking and facilitation
- Ability and willingness to plan and communicate individual work as part of a larger whole
- Ability to recruit and manage volunteers
- Professionalism and tact in dealing with complex sensitive topics
- Sense of humor
- 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 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

- Experience creating and giving presentations to different audiences
- Fluency in Spanish
- Understanding of watershed science and/or restoration
- History of creative methods for community outreach
- Experience facilitating/leading meetings and events
- Ability to create, use, and manage data from basic online information tools (webforms, online surveys, etc.)
- Ability to work with both deep community (residents, etc.) and professionals (agency staff)

MEMBER BENEFITS INCLUDE

- \$18,300 living allowance paid over the 11-month term of service (approx. \$1,500 monthly, before taxes).
- \$6,895 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement
- \$100 Training Fund provided by Confluence, plus \$1000 provided by NCWC
- Professional Leadership Certificate, Trainings and Networking opportunities
- Monthly TriMet passes available
- May be eligible for Supplemental Nutrition Assistance Program (SNAP)

PROJECT LOCATION & TRANSPORTATION INFORMATION

- Primary work location is the Watersheds Council office at 2416 SE Lake Road, Milwaukie, OR 97222, inside the Milwaukie Presbyterian Church. The office is easily accessible by transit: the Church parking lot is the Park & Ride lot for the Downtown Milwaukie stop for the MAX Orange Line. Buses 29, 32, 33, & 34 stop nearby as well. The office is easy walking distance from downtown Milwaukie, as is Milwaukie City Hall and Milwaukie High School (partners). Parking is available.
- Many of the key sites to this project: Kellogg Dam, the Kellogg Dam Impoundment, the Kellogg/Willamette Confluence, Milwaukie Bay, the Trolley Trail connector, Kronberg & Dogwood Park, and the Milwaukie Presbyterian Church Nature Sanctuary, a restoration site along Kellogg Lake, is on the site and has trails, benches, etc.
- A personal vehicle will be useful for visiting sites, moving supplies for tours, and getting to meetings, etc.

HOW TO APPLY

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

Email the following items to Neil Schulman at neil@ncwatersheds.org, 503-550-9282:

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

STEP 2: Interviews: If selected, you will be offered an interview with the project partner.

Top candidates will be emailed to Confluence, who will conduct a second interview before making a decision.

QUESTIONS ABOUT CONFLUENCE OR AMERICORPS?

Salma Preppernau | Outreach Coordinator | 503-719-6779 | spreppernau@confluencecenter.org