



**2022-23 Environmental Education Corps
The Greenway Foundation Position Description**

SPREE Community Outreach Officer

Program Overview: Led by the Colorado Alliance for Environmental Education (CAEE), the Environmental Education Corps (eeCorps) AmeriCorps Program places AmeriCorps members at organizations throughout Colorado to focus on increasing environmental literacy for PreK-12 students and implementing the goals outlined in the Colorado Environmental Education Plan. eeCorps works directly with teachers, schools, and environmental education providers to support them in expanding reach and increasing impact of EE programming, while providing access to equitable learning experiences for all PreK-12 students. AmeriCorps members serving with the eeCorps provide direct service to improve outcomes in Environmental Stewardship and Education. AmeriCorps provides opportunities to improve lives and foster civic engagement all across the country.

Service Site Overview: This position will be located at The Greenway Foundation in Denver, CO. [The Greenway Foundation \(TGF\)](#) advances a sustainable water future, focusing primarily on Colorado and the western United States. TGF protects and revitalizes watersheds, promotes water stewardship, champions environmental education, stimulates innovative policies and practices while also celebrating the historic, recreational, and environmental roles involving water that flows through our communities. Since its inception, TGF has and continues to transcend cultural, political, geographic, and disciplinary boundaries, focusing on opportunities and initiatives that bind our communities together, the most vital of which is water. For over 40 years, The Greenway Foundation has introduced tens of thousands of children to the South Platte River through its South Platte River Environmental Education (SPREE) program. SPREE aims to develop a positive relationship between the South Platte River and Denver area youth through school excursions, day camps, weekend events, internships, and summer employment.

Service Position Summary: An eeCorps member will help The Greenway Foundation (TGF) with community outreach in target neighborhoods with high minority and low-income populations, particularly Denver's Cole and Westwood neighborhoods, to better serve the communities through SPREE programming.

Essential Functions (Primary Responsibilities)

eeCorps members engage with their Host Site organizations to develop, implement, and enhance programs, projects, and activities that will create progress towards eeCorps' and The Greenway Foundation's goals. These duties include:

- Conduct community outreach efforts in the target communities to establish partnerships and increase participation from residents in TGF's environmental education programs. This may include:
 - Maintaining a calendar of outreach activities, including tabling at schools, community events, workshops, appearances, and other communication opportunities.
 - Meeting with community leaders and school officials
 - Marketing material creation and distribution, including flyers, social media posts, etc.

- Email outreach
- Collecting and reporting feedback to supervisor through formal surveys and informal interactions with community members
- Attend My Outdoor Colorado coalition meetings and coordinate with My Outdoor Colorado Community Connectors. (My Outdoor Colorado coalition focuses on outdoor opportunities for Cole & Westwood residents.)
- Nurture new and old relationships with collaborative partners
- Create a database of contact information for youth, families, schools, and community organizations in Denver's Cole and Westwood neighborhoods
- Listen and communicate effectively to welcome a diversity of opinions, needs, and cultures and respond appropriately
- Track progress and collect evaluation data for the program's performance measures
- Attend all eeCorps/AmeriCorps orientations, meetings, and trainings
- Complete any eeCorps required National Day of Service projects
- Complete and submit all necessary eeCorps paperwork and reports by predetermined deadlines
- Some local travel required and occasional statewide travel possible

Marginal Functions (Secondary Responsibilities):

- Assist TGF SPREE staff in running environmental education programs
- Attend SPREE & TGF staff meetings

Physical, Emotional, and Intellectual Demands:

- Ability to work in outdoor setting in various weather conditions for up to 8 hours
- Able to carry/lift 50 pounds. Examples include moving and setting up tables, tents, and other materials for community events, as well as moving education materials (ex. 60 gold pans) for educational events.
- Commitment to equity in education
- People person willing to go out into schools and communities and engage

Qualifications:

- Ability to speak Spanish conversationally and/or translate written documents into Spanish
- Cultural competency working with communities that have previously had less engagement with outdoor education organizations
- Organizational and communication skills to work independently and meet deadlines
- Bicultural (preferred but not required)
- Experience with environmental/outdoor education (preferred but not required)
- Proficiency in Google docs
- Ethic of national and community service and a strong desire to create positive change
- Ability to communicate effectively both verbally and in writing; computer literate
- High school diploma or GED required
- Ability to pass criminal history checks required
- Reliable transportation and proof of auto insurance required
- U.S. Citizenship or lawful permanent resident status required

Term of Service:

This is a half-time national and community service position requiring a minimum of 900 hours during the term of service (approximately 20 hours/week on average, up to 30 hours/week during the spring and summer). The position begins August 29, 2022 and ends July 28, 2023. Flexible hours are required,

including occasional evening and weekend commitments. Member may be required to serve on Days of Service that take place on certain national holidays throughout the year.

Training and Support Provided: eeCorps members receive significant training and experience in community engagement, project implementation, leadership, diverse populations, and more. Up to 20% of total hours served may be spent in applicable approved training and professional development. Members will be supervised and supported by Julianne Gagnon, Education Director, as well as by Erin Dreps, eeCorps Program Coordinator. The 2022-23 cohort of eeCorps members serving throughout the region will act as additional resources and support for each other.

Location and Service Conditions: This position is based at 1800 Platte St, Denver CO 80202 (The Greenway Foundation office) & 610 S Jason St, Denver, CO 80223 (SPREE HQ). Some service can be done at The Greenway Foundation office or at SPREE HQ, and much of the work will be in the field (in Westwood and Cole neighborhoods).

Benefits:

- A living allowance of \$8,250 distributed biweekly over the term dates. Taxes are deducted and the living allowance is distributed by direct deposit to the member's bank account.
- An education award of \$3,247.50 upon successful completion of term of service.
- It is possible to defer student loans while serving as an AmeriCorps member.
- Mileage reimbursement for travel to required trainings, days of service, and program sites.
- Non-tangible benefits include extensive training, valuable experience, networking, and the opportunity to serve the local community in a crucial area of need.
- Ability to participate in regional EE leadership councils; option to obtain CAEE's nationally-recognized Professional Environmental Educator Certification.

Diversity and Equal Opportunity: The Greenway Foundation shall not discriminate against any employee, volunteer or program participant on the basis of race, sex, color, ethnicity, creed, religion, national origin, citizenship, ancestry, age, disability, political affiliation, gender, sexual orientation, transgender status, gender identity, gender expression, marital, parental, veteran or military status, political service, or membership, participation or association with any employee organization. We provide equal employment and volunteer opportunities to all individuals based on relevant qualifications and abilities.

The Colorado Alliance for Environmental Education (CAEE) recognizes the value of diversity and inclusiveness to advance environmental education. CAEE defines diversity in its broadest sense and welcomes everyone to the field of environmental education and the Alliance, including but not limited to people of all races, ethnicities, genders, gender expressions, sexual orientations, abilities, ages, national origins, socioeconomic status, religious affiliations, languages, and heritages.

To Apply:

If you are interested in applying to this position, please send your resume and a short cover letter outlining your interest in the program and commitment to national service to Erin Dreps, eeCorps Program Coordinator, at americorps@caee.org. Please include "AmeriCorps The Greenway Foundation's SPREE Community Outreach Officer Application" in the subject line. Please also attach a list of three (3) references, and a diversity and inclusion statement that is no longer than one page in length.

**Note: Position will be filled pending grant award.*