

Sustainability Coach

AmeriCorps Member, Outreach Coordinator, City of Tacoma

OFFICE OF ENVIRONMENTAL POLICY AND SUSTAINABILITY

The office prioritizes increasing environmental awareness and facilitating sustainable choices that reduce our environmental impacts, particularly greenhouse gas emissions. Learn more at www.cityoftacoma.org/sustainability.

ROLE OVERVIEW

The Sustainability Coach will serve to increase access to various services and facilitate sustainable choices through door-to-door, “knock-and-talk” conversations, meetings with community members, and events. The member will help the City achieve its equity and environmental goals through direct community engagement. The AmeriCorps member will serve at the Center for Urban Waters office building located at 326 East D Street, Tacoma, WA. Please note that this position is contingent on funding.

TERM OF SERVICE

- January 16, 2019 - July 15, 2019

ESSENTIAL JOB FUNCTIONS

- Directly engage community members in a historically underserved Tacoma neighborhood about sustainability topics and various other services
 - Conduct door-to-door outreach two weekday evenings per week and two weekends per month
 - Follow-up with households to support service delivery
 - Plan two community events, including a community breakfast
 - Attend 1-2 evening community meetings per month
- Recruit and manage 1-2 college interns, 2-3 high school interns, and volunteers
- Coordinate partner organizations to improve access to services
- Prepare outreach and event data
- Report implementation findings to partners and public

QUALIFICATIONS & EXPERIENCE REQUIRED

- Age 18 to 99
- College graduate
- Ability to multitask and manage multiple priorities and deadlines
- Excellent attention to detail and organizational skills
- Ability to work well independently and as part of a team
- Excellent verbal and written communication skills, including public speaking
- Knowledge of and passion for environmental, social, and local governance issues
- Excellent computer skills, including Microsoft Office
- Availability for regular evening and weekend work (as previously described)
- Consistent access to a vehicle
- Physically able to engage households, with reasonable accommodations made by request

PREFERRED

- Knowledge of Tacoma area and community
- Experience in event planning
- Marketing and design skills
- Spanish or other language skills

COMPENSATION

- Monthly stipend of \$1,307.82 before taxes
- Education award of \$2,960 upon successful completion of 900 hours and service term
- Forbearance and payment of interest on qualified student loans during service
- Subsidized childcare and food benefits
- Health insurance for member if no other coverage (vision excluded)
- Workers compensation coverage
- Professional development training
- Local/regional transit pass and reimbursement for mileage for work
- Use of City fleet bicycle for work purposes

HOW TO APPLY

Apply by **December 3, 2018**, via the AmeriCorps website at:

my.americorps.gov/mp/listing/viewListing.do?id=72447&fromSearch=true

Submit cover letter and resume to sustainability@cityoftacoma.org.

