



**The PCEI AmeriCorps Program** provides leadership and professional experiences to AmeriCorps members by partnering with local organizations to complete projects that engage members of their communities in environmental education activities and hands-on restoration activities that serve to improve and enhance the health of our natural surroundings. **The PCEI AmeriCorps Program** is currently seeking one motivated individual to serve full-time (~38 hours per week) for eleven (11) months as an Urban Edible Landscapes Educator. This position will serve with the Moscow Farmers Market. Start date is slated for October 2, 2019.

**Position Title:** Urban Edible Landscapes Educator

**Project Sponsor:** City of Moscow, Community Events Division/Moscow Farmers Market

**Position Summary:** The Urban Edible Landscapes Educator will provide garden programming outside of the Moscow Farmers Market that connects residents and volunteers to growing food as part of the larger food shed and regional food system.

**Dates of Service:** Full-time, 11 months, between October 2019 and August 2020

**Essential Functions/Member Activities to include:**

Edible Landscapes Education and Coordination (50%)

- Identify appropriate, communal areas for edible landscape education
- Develop rotational programming schedule at identified locations
- Connect growing food back to the Moscow Farmers Market and greater food system
- Implement youth and family focused programming around edible environments and landscapes
- Ensure programs are inclusive of children and families from any socio-economic background

Outreach and Volunteer Coordination (20%)

- Develop outreach materials for tabling events
- Maintain engagement opportunities on GivePulse platforms
- Document participant and volunteer assistance through photos
- Attend tabling events offered by organizations that center on health, wellness, food, movement etc.
- Ensure participant paperwork is in order (sign-ins, liability release, etc.) and file accordingly
- Develop and prepare participant and volunteer recognition media through certificates, administrative meetings, and end-of-season celebration (i.e. UI Homecoming Parade).
- Advertise programs to public via social media, electronic reader boards, City of Moscow Parks and Recreation brochure, and other means.

Community Events Assistance (20%)

- Assist with Moscow Farmers Market Power of Produce (POP!) Club
- Assist with set-up and break-down of city-sponsored Community Events on an as needed basis

AmeriCorps (10%)

- Attend required training sessions, workshops, and AmeriCorps service events
- Collaborate with other PCEI AmeriCorps program cohorts when appropriate

For general questions about AmeriCorps, PCEI, or our recruitment process, please contact:  
Joan Hofmann, AmeriCorps Placement Coordinator | Palouse-Clearwater Environmental Institute  
P.O. Box 8596 · Moscow ID 83843 · 208-882-1444 · [jalexander@pcei.org](mailto:jalexander@pcei.org) · <http://www.pcei.org>



### **Position Requirements**

- Have a Driver's License
- Have an interest in assisting the underserved
- Have an interest in Gardening, Food, and Edible Landscapes
- This position interfaces heavily with city officials, other city departments, and the general public. The incumbent shall serve well under pressure and demonstrate cooperative behavior at all times with colleagues and supervisors. If selected for this position, the service member will be held to the same standards as other city employees and staff.

### **PCEI AmeriCorps Program Requirements**

- Be at least 18 years of age.
- Be a U.S. citizen, national or lawful permanent resident.
- Have regular and reliable attendance and dependability.
- Be able to commit to the full term of service for which they are applying.
- Have a cooperative manner and the ability to serve as part of a diverse team.
- Successfully pass a fingerprint criminal history background check provided through PCEI.
- Possess high school diploma or equivalent, or commit to earning one prior to receiving award.
- Complete and submit all necessary PCEI AmeriCorps paperwork and reports in a timely manner.
- Commit to and attend and complete all PCEI AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
- Wear PCEI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.
- AmeriCorps members can enroll in multiple terms of service that add up to the value of two full-time education awards. You can also serve additional terms but will not receive an additional education award.

### **Member Qualifications and/or Required/Preferred Skills**

- Ability to speak in a public setting, formal or informal, while maintaining composure
- Knowledge of gardening and growing food on a small scale with limited resources
- General interest in strengthening and supporting underserved populations
- Knowledge of child development and age-appropriate activities
- Willingness to take initiative, troubleshoot, and problem solve
- Able to maintain accurate records for data collection input
- Ability to plan and anticipate stakeholder needs
- Excellent time management

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### **Project Location and/or Transportation Needs**

- Member must have access to reliable transportation, but may have access to City vehicles.
- Location of project is comprised of multiple sites within Moscow, some within walking distance of each other.

### **Member Benefits Include**

- A taxable, monthly living allowance (\$13,992/full-time member, or \$6,996.00/part-time member, paid over the term of service).
- Upon successful completion of a term of service, eligible members receive an education award of \$6,095.00 for a full-time position or \$3,047.50 for a half-time position. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable.)
- Basic medical insurance for those who qualify. Part-time members do not qualify.
- Childcare allowance for those who qualify. Part-time members do not qualify.
- Professional development, trainings and networking opportunities.
- Qualified individuals with disabilities and those from diverse backgrounds are strongly encouraged to apply. We provide reasonable accommodation for qualified individuals and conduct all activities in full accessible settings.