

## ***POSITION DESCRIPTION***

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### **PCEI AmeriCorps Program**

The mission of the Palouse-Clearwater Environmental Institute (PCEI) is to increase citizen involvement in decisions that affect our region's environment. PCEI has a 28-year history of "connecting people, place & community".

The goals of our organization are:

- To encourage sustainable living, provide experiential learning, and offer opportunities for serving in our community, while actively protecting and restoring our natural resources;
- To promote the ecological health and social welfare of the Palouse-Clearwater region;
- To actively participate in the conservation, preservation, and restoration of environmentally sensitive lands, natural areas, and unique ecosystems;
- To provide forums for the free exchange of views in matters of concern to the public; and
- To inform and educate the public on issues of importance to the sustainable future of the Palouse-Clearwater region thus promoting a well-informed, active and concerned citizenry.

**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.

Position Title: Community Outreach Specialist

Project Sponsor: University of Idaho – McCall Outdoor Science School

Position Summary:

The Community Outreach Specialist will design and implement place-based field and classroom education programs for the McCall-Donnelly School District. They will work closely with MOSS faculty and staff and classroom teachers to establish year-long projects in local classrooms.

Essential Functions/Member Activities:

- Plan and lead place-based education programs for K-12 students in the classroom and the field.
- Design new lesson plans and adapt old lesson plans to meet group needs.
- Assist teachers in designing place-based education projects and curriculum.
- Research and design curricula that support state educational standards.
- Recruit and support community volunteers for education events.
- Provide general office/administrative support related to education programs.

## Requirements

- Bachelor's degree from an accredited, four-year university. All academic fields are considered.
- Applicants should have a valid driver's license and good driving record.
- Attend and travel to meetings in various parts of the region and work occasional evenings and weekends.
- Member may need to drive a large vehicle, such as a 12-passenger van.
- Ability to serve effectively within a team.
- Excellent writing and computer skills.
- Good physical condition for fieldwork.
- Ability to commit to the full term of service for which they are applying.
- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Must successfully pass a fingerprint criminal history background check provided through PCEI.
- Complete and submit all necessary PCEI AmeriCorps paperwork and reports in a timely manner.
- 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.
- Regular and reliable attendance and dependability.
- Must possess high school diploma or equivalent, or commit to earning one prior to receiving award.

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

- One-year experience teaching K12 students in field and classroom settings.
- Experience researching and writing curricula that support state achievement standards.
- Experience recruiting and coordinating volunteers.
- Experience collaborating with a team to design education activities

## 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.

**Project Location and/or Transportation Needs:** McCall, ID

**Dates of Service:** Full-time: 11 months, between September 2019 and August 2020 (These dates are approximate. Dates may be flexible.)