

Now Accepting Applications!



Service Description – Kane Street Community Garden AmeriCorps Community Enrichment 2021-2022

Position Title: Community Enrichment and Outreach Member

Position Purpose: To promote community service and environmental awareness through volunteerism and service in the outdoors and community engagement.

Tasks and Responsibilities

Community Improvement

- Assist with development and maintenance of community gardens
- Research and implement a variety of urban gardening practices to educate students and community members about sustainable and reliable food sources
- Assist with design aspects of new community gardens

Programming

- Design and implement new programs for different age groups pertaining to urban renewal and community improvement projects while informing about environmentally conscious practices focusing on community gardening
- Assist with planning, scheduling, teaching and general supervision of programs and events for youth and community members
- Complete program and event evaluations
- Keep detailed records of program types and attendance numbers for grant purposes
- Use general budgetary and financial policies and procedure to assess feasibility of programs and events

Program Marketing

- Assist in designing and creating publicity for programs and events
- Assist in distribution of publicity for upcoming events, programs, and volunteer opportunities
- Assist with website and social media to promote programs and events

Volunteer Recruitment and Management

- Assist with recruitment, training, and evaluation of nonpaid, non-AmeriCorps volunteers who assist with programs or who assist with garden maintenance
- Assist with scheduling and supervision of volunteers
- Make sure appropriate records of volunteer hours are kept

Career Exploration/Conservation Skills

- Construction and maintenance of gardening trails for easy access for individuals of all abilities
- Non-native plant removal and disposal as well as re-vegetation of native plants
- Restoration and improvement of area ecosystems as related to assigned tasks

Community Enrichment and Outreach Corps Members will be responsible for providing opportunities through programming for community involvement in environmentally conscious food sourcing. They will spend a majority of their time researching, maintaining and cultivating interest in area community gardens, give input on the development of new garden construction, and assist with volunteer mobilization and recruitment.

Physical Requirements

- Performing duties in inclement weather

Tools and Equipment

- Chain saws, brush cutters, shovels, wheelbarrows, Pulaski, pickaxe, and other hand tools
- UTV operation as needed

Mental Requirements

- Effective problem solving
- Ability to work efficiently in challenging environments.
- Respect the values and customs of others in a diverse team environment.
- Maintain professional demeanor and positive mental attitude in stressful and challenging situations.
- Ability to recognize multiple viewpoints and willingness to compromise.
- Understand and accurately follow both verbal and written instructions from WisCorps staff
- Professionally interact with supervisors, co-workers, and program partners.

Performance Requirements

- Maintains professional working relationships with peers, co-workers, vendors, and the public that are inclusive, collaborative, and respectful.
- Willing to accept responsibility in a dependable and flexible fashion.
- Ready to take initiative in doing assigned work without prompting and seeks out other tasks that help the team accomplish their collective goals.
- Accepts supervisory authority and maintains professional workplace conduct.
- Completes work assignments in a safe, professional, and efficient manner.
- Works hard with a positive mental attitude, in all weather and terrain conditions.

Health and Safety:

- Must not be a significant risk of substantial harm to the health and safety of oneself or others.
- Must be able to accurately recognize and assess dangerous work sites or activities to prevent injuries from happening.
- Must follow all staff instructions regarding safety in the workplace and wear proper safety equipment.

*For more information or to apply for this service position please contact
AmeriCorps Program Manager, Matt Gaworski: matt.gaworski@wisconsin.org or apply online at wisconsin.org*