



AmeriCorps Position Description

Position Title: Farm and Youth Program Facilitator (1 Position)

Project Sponsor: Janus Youth Programs Village Gardens www.janusyouth.org

NWSA Mission: This position is in partnership with the Northwest Service Academy (NWSA), an AmeriCorps program of ESD 112. NWSA's mission is: To preserve and restore the natural environment, and to develop community leaders through service and community partnerships. www.northwestserviceacademy.org

Project Location: 8602 North Swift Way, Apartment #120, Portland, OR 97203

Position Summary: The Farm and Youth Program Facilitator will serve in partnership with the Farm and Youth Program Supervisor to provide training and leadership to Food Works, Village Gardens' entrepreneurial youth farm program. The ten Food Works Crew members are between 14 and 21 years old, live in the St. Johns Woods, New Columbia and/or Tamaracks affordable housing communities and have diverse cultural, ethnic, and racial identities. While working with the Farm and Youth Program Supervisor, the member will develop and lead activities that support the youth to operate their entrepreneurial organic farm business, mentor children in the local gardens and distribute food to their neighborhood. The member will support and coach youth to develop life skills, leadership skills and become prepared to secure improved employment. The member will also network in the community with potential skills trainers and future employers. Primary goals can be summarized as 1) prepare for and lead skills training's with Food Works Crew and Crew Leaders (50%); 2) Assist with program planning, documentation and materials acquisition (20%); 3) Network with potential employers and skills trainers (20%); and 4) volunteer group coordination (10%).

General Responsibilities (to include, but not limited to):

1. Plan and co-coordinate workdays and skills training's with Food Works team.
2. Support youth in setting and reaching team and personal goals.
3. Coordinate Food Works mentoring and food distribution activities.
4. Role model and promote safe, respectful and appropriate work behavior.
5. Network with community organizations and businesses to support Food Works goals.
6. Support youth in school success transitions to improved employment.
7. Assist with program documentation and evaluation.
8. Secure materials and supplies for program activities.
9. Provide transportation in personal and/or agency vehicle to farm, market and field trips.
10. Provide assistance with community programs as needed.
11. Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
12. Attend and complete all NWSA/AmeriCorps training and service requirements including orientation, training's, team meetings and national service days.
13. Wear an NWSA uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

Position Requirements:

1. Experience with youth development and leading groups of teenagers.
2. Knowledge of basic workplace expectations sufficient to develop and present curriculum on this topic.
3. Ability to relate authentically and respectfully with culturally, economically and racially diverse individuals and communities including East African, African American, Asian/Pacific Islander and/or Latino communities.
4. Self-directed and dependable with strong organizational and time management skills.
5. Able to work as a productive member of a team.
6. Ability to drive a large vehicle such as a 15 passenger van and/or four-wheel drive vehicles with trailers. Training provided.
7. Must have a valid driver's license, clean driving record and ability to provide documentation.
8. Able to effectively communicate in English, both verbally and in writing.
9. Physical ability to safely complete farm tasks i.e. lifting, raking, hoeing, planting etc.

10. 18 years of age or older, at beginning of service term.
11. U.S. citizen, national or lawful permanent resident.
12. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
13. Ability to commit to the full term of service for which they are applying.
14. Must successfully pass a fingerprint criminal history background check provided through NWSA and/or Project Sponsor Agency.
15. Regular and reliable attendance.

Preferred Qualifications:

1. Experience with environmental education.
2. Knowledge of and experience with organic farming or gardening.
3. Multi-lingual and/or multi-cultural skills.
4. Enthusiasm for encouraging the personal and professional growth of others.
5. Able to build strong team cooperation and respect in a work setting that incorporates leadership of participants with diverse cultural, educational and economic backgrounds

Member Benefits Include:

1. A taxable, monthly living allowance (before taxes, approximately \$1009).
2. Upon successful completion of a term of service, eligible members/leaders receive an education award of \$4,725. The education award can be used to repay qualified student loans, 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.
3. Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
4. Basic medical insurance (covers members only, not dependents; vision and dental not included).
5. Child care allowance for those who qualify.
6. Access to Janus Youth Programs training's including but not limited to: Residential Counselor Training: a one-day workshop on the role and responsibilities of a childcare professional and Values Based Management: a three-day workshop taught by Dennis Morrow on leading a values based organization and staff

Transportation Information:

1. Organizational vehicle is available for service activities. Member is covered by organization's vehicle insurance policy.
2. Project site is accessible by public transportation.
3. Personal vehicle is recommended to get to service site.

Application Deadline: Open until filled.

Interviews: No set schedule. Open until filled.

Service Dates: 9/13/2007 - 8/12/2008

NWSA Center: Lower Columbia Center

Type of position: Portland-Vancouver Individual Placement

Length of Term: 1700 hours

How to apply:

Step 1 - Email your résumé to Tera Couchman at tcouchman@janusyouth.org (include the names & contact information for three references).

Step 2 - Complete Your Application On-line:

1. The AmeriCorps national online application site is located at <https://recruit.cns.gov/>. This is our preferred method. The program identification number is: **Lower Columbia Center 95ADNOR0050001-4**
2. Submit **ONLY ONE** application to NWSA regardless of the number of NWSA AmeriCorps positions you are applying to.
3. Be sure to download, sign and mail your AmeriCorps Application Certification Form to Sherrie Jackson at the below address.

Questions about the position? Contact: Tera Couchman, tcouchman@janusyouth.org or 503-860-8736

General questions about AmeriCorps, NWSA or our recruitment process? Contact:

Sherrie Jackson

Recruitment Coordinator

NWSA Lower Columbia Center

55 SE Main Street

Portland OR 97214

p 503-234-2383 ext 108

f 503-232-0166

email: sherrie.jackson@esd112.org