



## Commonwealth Corps Service Position Description



### Buzzards Bay Coalition Community Engagement Commonwealth Corps Environmental Educator

The mission of the Commonwealth Corps is to engage Massachusetts residents of all ages and backgrounds in service to strengthen communities, address unmet community needs, and increase volunteerism.

Commonwealth Corps members with the Buzzards Bay Coalition will serve 10.5 months in a full-time capacity. What they have in common is a desire to put their talents and ideas to use in the service of their communities and the Commonwealth.

The Buzzards Bay Coalition, Inc. is a non-profit membership organization founded in 1987 and dedicated to the protection, restoration, and sustainable use and enjoyment of Buzzards Bay and its watershed. The organization works to improve the health of the Bay ecosystem by restoring clean water, protecting watershed lands and engaging the community. Learn more at [www.savebuzzardsbay.org](http://www.savebuzzardsbay.org). The Coalition seeks two Commonwealth Corps members to be a core part of our Community Engagement department with an overall goal of engaging the community in active and on-going stewardship of the Bay and watershed. Specifically, members will serve with our youth and family education initiatives which seek to strengthen the ethic of environmental stewardship in the region while also improving academic achievement in the classroom through increased school engagement. Members will receive extensive training and professional development related to environmental education and volunteer engagement.

#### **Responsibilities:**

##### *Essential*

- Complete a minimum of 1,500 hours of service, serving through June 24, 2017.
- Develop and provide hands-on, field-based environmental education programs for the region's youth and families. Programs may take place during the school day or outside of school time. Extensive training and guidance will be provided.
- Recruit, train, and support community members to serve as volunteer educational docents and field assistants serving in our learning centers and in the field.
- Provide programs, curricular resources, teacher training, and volunteer management to help develop outdoor learning spaces at local schools.
- Attend all required Commonwealth Corps trainings and service events held by MSA (minimum of 6 total) and the Buzzards Bay Coalition, including a new member orientation on August 15 & 16, 2016.
- Participate in a minimum of 1 hour of MSA-related activities each week (in person or virtually).

#### **Qualifications:**

##### *Required*

- Experience with or interest in volunteerism and community engagement
- Team player who is excited to learn

- Comfortable speaking with individuals and groups of diverse ages and backgrounds and comfortable serving outside in all seasons.
  - Service members will be leading outdoor exploration programs in forests, on beaches, in wetlands. Members should be comfortable:
    - Transporting up to 30 lbs. of equipment
    - Wading or traversing into water
    - Traversing on uneven terrain
    - Being outside for several hours at a time
  - Massachusetts residency and legal authorization to work in the United States
  - 18 years of age or older
  - Ability to balance service commitment with other family/work/school/community commitments in a sustainable way
  - High school diploma, or equivalent, required. Associates or Bachelors degree or higher preferred.
- Preferred*
- Knowledge of ecology or environmental science is helpful, but not required.
  - Access to reliable transportation in order to travel to program sites.

#### **Member Benefits:**

- **Stipend** of \$479.16 every other week while in service, up to \$11,500, minus taxes and withholdings
- **Health insurance** (individual coverage only);
- **Completion award** of up to \$2,000 upon successful completion of service, minus taxes and withholdings;
- **Training and other professional development** opportunities, including in environmental education and volunteer engagement
- **Limited reimbursement for travel** to Corps-wide MSA-sponsored activities;
- Limited travel reimbursement from their host site for certain service-related travel away from their usual service location, according to that agency's policies;
- The opportunity for at least 10 days of planned absences (may include holidays); and
- Opportunity to join with others with a common sense of purpose as part of the Commonwealth Corps.

*Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.*

#### **Term of Service:**

- **Position Start Date:** August 15, 2016
- **Position End Date:** June 24, 2017
- Service commitment will average 38 hours per week. Service is primarily Monday – Friday from 9am-5pm but will include an average of 2 evening and 2 weekend programs or meetings per month scheduled with significant advance notice.

#### **Application Instructions:**

- To apply, submit a cover letter and resume to Cassie Lawson at

lawson@savebuzzardsbay.org. Applications will be reviewed starting with those received by June 6, 2016.

Accepted members will be required to undergo a criminal offender and sexual offender background check.

*The Buzzards Bay Coalition will recruit and select persons in all positions to ensure a diverse and inclusive climate without regard to race, religion, sex, sexual orientation, age, veteran status, color, political affiliation, creed, national origin, marital status, or any other status as protected by federal, state, and local laws. The Buzzards Bay Coalition welcomes applications from individuals with disabilities and will make reasonable accommodations for interviews and for service upon request.*