



Corporation for
**NATIONAL &
COMMUNITY
SERVICE**

Position title: [SUSTAINABILITY PLANNER](#)

Hours: Full time. Member will serve 1700 hours between September 1, 2009 and July 31, 2010.

Sponsoring Organization's Project: University of Idaho Sustainability Center,
www.uisc.uidaho.edu

Sponsoring Organization's Mission: The mission of the University of Idaho Sustainability Center is to create an active culture of student responsibility for sustainability on campus and in the community through environmental stewardship, collaboration across disciplines, entrepreneurial innovation, and community service that enhances understanding and utilization of sustainable design and lifestyle.

Location: P.O. Box 442007, Shoup Hall 330, University of Idaho, Moscow, Idaho 83844-2007

Position Summary: Work in a dynamic, mission-oriented unit to create a sustainable campus and community by 1) assessing current practices and developing action plans to improve the sustainability of UI operations, 2) developing environmental service learning activities involving the UI campus and Moscow communities that expand knowledge and experience of sustainability, and 3) developing and/or supporting project activities that shift culture on a variety of sustainability topics.

General Responsibilities:

Work with the UISC Director to assess current practices and develop action plans to improve sustainability of UI operations (35% of time)

- Work with UI departments such as Facilities and Auxiliary Services to compile data on current practices
- Collaborate with UI staff and students to develop resource conservation policies and systems related to energy, water, food, and other sustainability issues
- Conduct outreach and provide training to campus and community entities in resource conservation (e.g. train community members to conduct greenhouse gas assessments of their homes and businesses)
- Design a system to monitor the impact of resource conservation efforts

Develop environmental service learning activities for UI and Moscow communities (35% of time)

- Collaborate with students, faculty, staff and community members to design, implement, and monitor service learning projects that expand knowledge and experience of sustainability issues. This will include a substantial native habitats restoration program on campus (enhancing public land), involving research of the environmental history, planting native vegetation, and monitoring the changing ecology (soil, hydrology, trophic structure, etc.).
- Assist faculty in designing environmental service learning projects and curriculum that meet campus and community needs
- Conduct outreach to engage the broader community in collaborative sustainability projects (e.g. engage K-12 students in native tree planting activities)
- Develop community partnerships that support the service learning efforts of faculty and students
- Solicit donations of project materials
- Work with UISC Volunteer Coordinator to recruit, train, coordinate and track volunteers
- Provide environmental education for project volunteers/participants

Develop and/or support UISC project activities that shift culture on a variety of sustainability topics (25% of time)

- Collaborate with students, faculty, staff and community members to coordinate projects that raise awareness of local environmental issues and encourage sustainable behaviors (e.g. buying locally produced food, bringing your own mug to coffee shops, etc.)
- Work with UISC student staff to conduct sustainability education workshops/events for diverse groups of youth and adults
- Assist faculty to integrate sustainability concepts with their curricula
- Partner with community organizations to create educational activities
- Help UISC student staff design sustainability educational materials (posters, brochures, email communication, etc.)

Additional Responsibilities (5% of time)

- Assist with general office duties related to position (mailings, filing, e-mail, phone calls)
- 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, and national service days
- Wear a PCEI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events

Requirements:

- 18 years of age or older, by completion of the program.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
- Ability to commit to the full term of service for which they are applying.

- Submit to a criminal history background check.
- Regular and reliable attendance.
- Valid driver's license and good driving record
- Desire to serve with people to promote education, environmental stewardship and an ethic of service
- Some knowledge of sustainability concepts and practices
- Some knowledge of computer operation and software programs
- Communicate and interact in a positive and professional manner with various populations
- Serve effectively within a team
- Excellent writing and computer skills

Preferred Qualifications:

- Strong quantitative analysis skills
- Baccalaureate degree in a related field
- Experience in a university environment
- Experience editing technical information materials
- Ability to lead others in program activities and liaison with other departments and organizations
- Strong organizational and interpersonal skills
- Independent, self-motivated and resourceful individual who enjoys working with diverse groups of people

Member Benefits Include:

- Mileage reimbursement up to 100 miles for travel related to the position
- Bus pass reimbursement
- Access to university vehicles as needed
- Access to university resources such as the ASUI Center for Volunteerism and Social Action, CAPP Service-Learning Center, and the Environmental Science Program
- A taxable, monthly living stipend (before taxes, \$11,400 or \$5,876 for serving entire term of service).
- A taxable, monthly living allowance of approximately \$1000. (\$11,400 annually upon completion of entire term of service.)
- Upon successful completion of a full term of service, eligible members receive an education award of \$4,725.
- 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 (covers members only, not dependents; vision and dental not included).
- Childcare allowance for those who qualify.

TO APPLY, SUBMIT RESUME, COVER LETTER AND 2 WRITTEN REFERENCES BY JUNE 22, 2009 TO:

Darin Saul, UI Sustainability Center Director
P.O. Box 442007
Shoup Hall 330
University of Idaho
Moscow, ID 83844-2007
(208) 885-0124
dsaul@uidaho.edu

FOR MORE INFORMATION ON AMERICORPS CONTACT:

Palouse-Clearwater Environmental Institute
AmeriCorps Placement Program
PO Box 8596
Moscow, ID 83843
208.882.1444 phone
208.882.8029 fax
erin@pcei.org

VISIT OUR WEBSITE AT:

www.pcei.org/pcc

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