



## CAC AmeriCorps

*Position Description*



**Dates of Service:** August 3rd, 2020 – June 25<sup>th</sup>, 2021

**Partner:** Knoxville Regional Transportation Planning Organization

**Location of Service:** 400 Main St SW, Knoxville, TN 37902

**Supervisor:** Ellen Zavisca

### **About CAC AmeriCorps:**

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

### **Position Summary:**

The Knoxville Regional Transportation Planning Organization, housed within the Knoxville-Knox County Metropolitan Planning Commission, provides comprehensive, multimodal transportation planning in Knox County and the urbanized areas of Anderson, Blount, Loudon, Roane, and Sevier counties. The TPO works closely with many community partners on transportation issues, including Knoxville Area Transit, the Knox County Health Department, the Great Smoky Mountains Regional Greenway Council, and Bike Walk Knoxville. TPO programs include Smart Trips, which provides resources and rewards to encourage people to use alternatives to driving alone, and I Bike KNX which aims to increase the safety and convenience of bicycling.

The member serving at this site will manage the I Bike KNX Ambassador program, create curriculum and educate the public on pedestrian and bicycle safety, develop and implement STEM based outreach that relates to community transportation, conduct regional bicycle and pedestrian counts, manage volunteers, and generally assist with outreach and community engagement.

### **Minimum Qualifications:**

Education  
- Associates Degree

Attachment E

**Position Requirements:**

- Able to work independently or with a team to follow instructions and complete assigned tasks
- Able to take initiative
- Strong organizational skills
- Comfort with public speaking

**Member Benefits Include:**

- A modest living allowance of \$14,000, or, \$595.74 bi-weekly (pre-tax), paid over 47 weeks.
- Education Award of \$6,195 that can be applied to student loans and/or future education expenses.
- A Health insurance subsidy is available for members covered through healthcare.gov
- Worker’s Compensation
- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility.
- May be eligible for utility bill assistance. In house specialists available to provide assistance with determining eligibility.
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$300-\$450 in a share house/apartment scenario.
- Professional development and networking opportunities.
- Optional opportunity to enroll concurrently in Carson Newman MBA in Nonprofit Leadership

**Equity and Inclusion:** The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.



SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_