



CAC AmeriCorps

Position Description

Social Impact Coordinator



AmeriCorps



- Dates of Service:** August 2nd, 2021 – August 1st, 2022
- Partner:** Office of Sustainability at The University of Tennessee, Knoxville
- Location of Service:** UT Facilities Services
2040 Sutherland Avenue, Knoxville, TN, 37921
- Supervisor:** Jay Price, Sustainability Manager

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.

Site Summary:

The UT Office of Sustainability is committed to promoting the responsible consumption of human, economic, and environmental resources on the University of Tennessee, Knoxville campus. We use holistic data collection and analysis to inform sustainability initiatives and develop collaborations with campus and community partners to reduce the environmental impacts of the University's operations, all while engaging the campus community in what it means to Make Orange Green.

Position Summary:

The VISTA member will work to improve and institutionalize the Office of Sustainability's social sustainability efforts to reallocate resources (such as food, school supplies, clothing, etc.) to low-income students at the University of Tennessee and other members of the Knoxville community. This will be accomplished through coordination of projects like the Grow Lab, a student run community garden, and the Free Store, a campus consignment shop that serves students at no cost to them. The VISTA will oversee student workers and volunteers, coordinate events and workshops, and create and foster relationships across campus to spread awareness of these initiatives and to expand the presence and further the impact of social sustainability at the University of Tennessee.

This position will provide the member with an opportunity to develop and execute procedures for public outreach and communication, increase aptitude in strategic planning and steps for implementation, and gain experience in redefining the waste stream.

Minimum Qualifications:

Education

- Bachelor's degree preferred, in a social work or environmental field (Social Work, Anthropology, Sociology, Nutrition, Plant Science, etc)

Position Requirements:

- Independent self-starter
- Solid organization, leadership, and communication skills
- Ability to work independently and collaboratively on a wide range of tasks
- Ability to effectively convey the Office of Sustainability message through written and verbal communication
- Comfortable creating and giving presentations to small and large (30+) groups
- Ability to interact with campus partners in a professional manner
- Capable of working with people from diverse backgrounds
- Commitment to honesty, excellence, and professionalism
- Ability to motivate others to change habits and behaviors
- Strong commitment to sustainability, resource conservation, waste reduction, and poverty alleviation
- Proficient at volunteer coordination
- Knowledge of and experience with event planning
- Proficient with Microsoft Office (especially Excel), G Suite, and social media platforms
- Ability to manage project budgets and create reports for stakeholders
- Grant writing and proposal experience preferred

Member Benefits Include:

- A modest living allowance of \$13,876.38, or, \$513.94 bi-weekly (pre-tax), paid over 52 weeks.
- Education Award of \$6,345 that can be applied to student loans and/or future education expenses.
- Health insurance premium subsidy paid by program for members who are covered by a Bronze, Silver, or Gold plan in the health insurance marketplace (healthcare.gov) and are not already covered by a parent, spouse, Medicaid, Medicare, or Military healthcare benefits.
- Health insurance allowance plan that reimburses for out-of-pocket expenses for those already covered by a health insurance plan.
- Access to TeleDoc, a virtual healthcare resource.
- Relocation (50+ miles) and Close-of-Service travel allowance of up to \$1,000
- Settling-In Allowance of up to \$750 (must be requested).
- Non-Competitive Eligibility status for federal hiring up to 1 year after completion of your term.
- 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.
- Professional development and networking opportunities.
- 20% discount in tuition for Carson Newman's online MBA in Nonprofit Leadership program.

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.