

Member Signature adopts the position description as part of the MSA.



CAC AmeriCorps

Position Description

Garden



Dates of Service: August 16, 2021 – December 3, 2021 (~20 hours/week) (or)

August 16, 2021 – April 30, 2022 (~ 10 hours/week)

Partner: UT Gardens

Location of Service: 2505 EJ Chapman Dr., 112 Plant Biotechnology Building, Knoxville, TN 37996

Supervisor: Holly Jones, Horticulturalist & Events Coordinator

About CAC AmeriCorps Community Action Fellows:

The Community Action Fellows (CAF) program assists with pandemic recovery efforts by tackling learning loss in education, food insecurity, and the broader effects of COVID-19 in East Tennessee. Unlike our more typical, full-time AmeriCorps assignments, CAF members will serve 300-hour terms to be fulfilled within 16 weeks (at approximately 20 hours/week) or 32 weeks (at approximately 10 hours/week). CAF members may serve up to 600 hours per year and up to eleven terms for education award eligibility.

Established in 1994, CAC AmeriCorps is a proud AmeriCorps subgrantee that combines elements of traditional conservation practice with community action that informs our service and places it in the broader context of East Tennessee. Our AmeriCorps members improve public lands, educate the public, address pressing human needs, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in the region we call home through enduring acts of service.

Organization Overview:

The University of Tennessee ([UT Gardens](#)) have been established to foster appreciation, education, and stewardship of plants through garden displays, collections, educational programs, and research. Recognized in 2013 as the official botanical gardens of the state of Tennessee, the University of Tennessee Gardens located in Knoxville, Jackson, and Crossville are part of the UT Institute of Agriculture. Some 4,000 annuals, perennials, herbs, tropical plants, trees, shrubs, vegetables and ornamental grasses are evaluated each year. Both the Knoxville and Jackson gardens are TN Certified Arboreta. The gardens are open during all seasons and are free to the public.

Position Description:

The CAC AmeriCorps member serving with the UT Gardens will contribute to the management and development of the Helping Hands Kitchen Garden. This area is a ¼ acre garden dedicated to enhancing local food security through charitable donations, educational programming and the demonstration of

edible crop production for home gardeners. The garden consists of 55 raised beds which range in size from 4'x4' to 9'x5' as well as a large herb spiral and a berm and swale tea garden. The AmeriCorps member will be involved with all aspects of the sustainable production, maintenance, and display of our perennial fruit, vegetable, and herb crops including planting, harvesting, pest and disease control, weed management, soil building, volunteer management and the coordination of food bank donations. This position will also involve public outreach through tours, social media content creation and hands on workshops offered through the UT Gardens community education program.

Minimum Qualifications:

Education

Minimum CAC AmeriCorps Qualifications:

- All CAC AmeriCorps positions require, at minimum, that our members be at least 18 years old at the start of service; have completed high school or received a GED; and be a U.S. citizen, national, or lawful permanent resident.

Position Expectations & Requirements:

Minimum CAC AmeriCorps Expectations

- CAC AmeriCorps Community Action Fellows are required to attend an orientation at the start of service.
- CAC AmeriCorps Community Action Fellows are required to serve a part-time schedule in accordance with their specific service term assignment, which is approximately 20 hours/week for 16 weeks or approximately 10 hours/per week for 32 weeks.
- CAC AmeriCorps Community Action Fellows are required to wear AmeriCorps branded uniform gear and appropriate safety equipment during service.
- CAC AmeriCorps Community Action Fellows are required to make their way to and from their service site reliably, and in a timely manner.
- CAC AmeriCorps Community Action Fellows are required to serve effectively both independently and within the context of a team.
- CAC AmeriCorps Community Action Fellows should be capable of taking direction and performing their service with relative independence, with site supervision provided on a weekly basis in either a one-on-one or group setting and intermittent contact from the CAC AmeriCorps office.

Site Preferences:

- Ability to work independently and in teams.
- Ability to lift up to 50 lbs., and work outdoors in heat, humidity, rain, cold and dust.
- Ability to lead volunteer groups for hands-on garden projects like planting, weeding and soil amendment.
- Ability to communicate both orally and in writing.
- Enthusiasm about gardening and environmental education.
- Must provide own transportation.
- Commitment to honesty, integrity and professionalism.

Member Benefits Include:

- A modest living allowance of \$3,300 distributed bi-weekly at \$412.50 (pre-tax), paid over 16 weeks or \$206.25 (pre-tax) over 32 weeks.
- Education Award of \$1,342 that can be applied to student loans and/or future education expenses.
- Worker's Compensation
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits

specialist available to aid in determining eligibility.

- May be eligible for utility bill assistance. In house specialists available to assist with determining eligibility.

- Professional development and networking opportunities.

- Optional opportunity to enroll concurrently in Carson Newman MBA in Nonprofit Leadership

- UT Gardens membership which includes reciprocal membership benefits, like free admission, to over 300 public gardens across the U.S.

Equity and Inclusion: The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that members and employees are treated equally without regard to race, color, national origin, sex, gender, romantic/sexual orientation, 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 recruitment / employment process.



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