



## CANOPY POSITION ANNOUNCEMENT

### AmeriCorps Public Allies Position: Community Forester

Canopy is a growing urban and community forestry nonprofit with a track record of delivering high quality, innovative, and impactful programs. Canopy staff and volunteers strive toward excellence, equity, collaboration, and gratitude in the work we do, and welcome candidates that share these values. We are seeking a hard working, dedicated person to join our team and grow with us as we aim to accomplish our vision: a day when every resident of the Midpeninsula can step outside to move, play, and thrive under the shade of healthy trees.

#### **Position Summary**

This is a position through the [AmeriCorps Public Allies Program](#). Under the direction of Canopy's Community Forestry Manager, the Community Forester will be responsible for tree planting program outreach and coordination in East Palo Alto, Mountain View, and Palo Alto. A balance of office work and fieldwork can be expected. Every person on the Canopy team is expected to collaborate on shared goals. Work week will be Tuesday through Thursday, and Saturday, with early mornings and evenings on occasion.

#### **Duties and Responsibilities**

- Create and implement an outreach plan to connect with neighborhood residents, businesses, and community institutions to persuade them to sign up for trees.
- Host tabling events in neighborhoods to gain interest and exposure for tree plantings.
- Oversee and help train teen volunteers to help with neighborhood outreach.
- Conduct site visits to help identify locations for trees.
- Track tree sign-ups using Canopy's online tree map, Tree Plotter.
- Track and report on engagement with community members interested in the program.
- Prepare stewardship packets for households receiving trees.
- Assist with planting day logistics.

#### **Qualifications and Experience**

- Ability to speak clearly and listen actively with potential clients.
- Enthusiasm to educate/persuade people about the trees and Canopy's tree planting program.
- Bilingual in Spanish/English preferred.
- Experience in sales or customer service.

#### **Personal Characteristics**

- Detail-oriented, organized, with outstanding interpersonal skills.
- Able to communicate effectively verbally and in writing with diverse groups.
- Ability to work collaboratively and openly communicate with coworkers.
- Positive, flexible, and friendly.
- Independently driven team player.

#### **Physical Activity Requirements**

- Ability to sit and type, frequently.
- Ability to bend, squat, stoop, and stand for long periods of time, regularly.
- Ability to lift up to 50 lbs., occasionally.

- Driving to and around neighborhoods where work is being performed.

### **Compensation**

Allies are paid with a \$16,000 stipend in bimonthly installments for their term of service, and are awarded a \$5,920 Education Award for successfully completing the program with 1700 hours of service.

### **How to Apply**

Email résumé and short cover letter to Elise Willis, Community Forestry Manager, at [jobs@canopy.org](mailto:jobs@canopy.org) with the subject header, "Community Forester". Accepting applications on a rolling basis until the position is filled. If you are selected as a candidate with Canopy, you will be asked to complete an online application with Public Allies.

### **About AmeriCorps Public Allies Program**

[Public Allies](#) is a national program under AmeriCorps that places annual cohorts of 30-40 passionate leaders committed to social justice in paid, full time positions at Bay Area nonprofits and government offices for 10 months between September and June. Our Allies work at their offices each week between Monday and Thursday, and come together as a cohort for weekly trainings on social justice and leadership development each Friday.

***Equal opportunity employer: Canopy strives to engage, celebrate, and reflect the rich diversity of the communities we serve. We value inclusion and equity in our programs, leadership, and hiring practices.***