



## CANOPY POSITION ANNOUNCEMENT

### Americorp 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 walk, play, and thrive under the shade of healthy trees.

#### **Position Summary**

This is a position through the [Americorp Public Allies Program](#). Under the direction of Canopy's Program Director, the Community Forester will be responsible for tree planting and tree care programs 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. The work week will be Tuesday through Thursday, and Saturday, with early mornings and evenings on occasion.

#### **Duties and Responsibilities**

- Develop and implement outreach to neighborhood residents, businesses, and community institutions to promote signups for free trees and to volunteer at tree planting events.
- Oversee the update of Canopy's tree care plan to care for trees in various communities.
- Implement pruning schedule to ensure proper upkeep of the urban canopy.
- Create and implement ways to conduct site visits for tree planting. This includes developing this process to be effective and replicable for volunteers and staff.
- Enhance and implement tree planting event coordination through new and existing systems that engage volunteers, improve program materials, and expand delivery to new cities in the Midpeninsula.
- Assist with planting day logistics and post planting tree care and quality control.
- Assist with the development of a tree nursery.
- Coordinating with site stewards, planting leaders, and volunteers to administer tree care and respond to residential requests for emergency young tree care.
- Develop tracking systems for tree sign-ups and checkups using Canopy's online tree map, Tree Plotter.
- Track and report on engagement with community members interested in the program.

#### **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**

- Willingness to work in the field throughout various locations in East Palo Alto and Palo Alto.
- Ability to perform strenuous work (walking, digging, lifting) outdoors, even in inclement weather.
- 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 Americorp 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.***