



CANOPY POSITION ANNOUNCEMENT

Americorp Public Allies Position: Tree Care Assistant

Canopy is a growing 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 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 [Americorp Public Allies Program](#). Under the direction of Canopy's Tree Care and Youth Programs Coordinator, the Tree Care Assistant will be responsible for the tree care plan and implementation across assigned sites in East Palo Alto and Palo Alto. A balance of office work and fieldwork can be expected. Work week will be Tuesday through Thursday, and Saturday, with early mornings and evenings on occasion.

Duties and Responsibilities

- 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.
- Assist with post planting tree care and quality control.
- Assist with the development of a tree nursery.
- Respond to residential requests for emergency young tree care.
- Coordinating with site stewards, planting leaders, and volunteers to administer tree care
- Utilize Tree Plotter (online mapping tool) to track data and tree check ups.

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 stand for multiple hours at a time.

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 Jack Dorsey, Tree Care and Youth Programs Coordinator at jobs@canopy.org with the subject header, "Tree Care Assistant". 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.