

# 2013 COMMUNITY BUILDER PAID INTERNSHIP! (Ages 17 – 21)



## EXPERIENCE THE FUN OF LEARNING

Meet new, diverse people ♦ Enjoy field trips & park parties ♦ Training & skill building

### LOCATION

Redmond, WA

### DATES

June 25 – Aug 23, 2013

## WHAT SHOULD YOU EXPECT?

☺ 8 Hours per week ☺ Plan & host a community event ☺ Independent & team work ☺

**Community Builder Interns** will assist the Green Redmond Partnership in creating a sustainable network of healthy urban parks for the enjoyment of people of all ages and backgrounds. Healthy parks are welcoming and safe places where families and friends can play, gather, and get to know each other. Everyone's help is needed to create and nurture these spaces. Students from diverse backgrounds are encouraged to apply.

# APPLY TODAY

**Applications Due May 10<sup>th</sup> 2013** (info on back)

**Green Redmond Partnership** is a collaboration between the City of Redmond, Forterra, and our amazing volunteers and supporters. The Partnership is interested in increasing diversity and recruiting and developing leaders from previously underrepresented communities. Community Builder Interns will work with staff to reach out to a community of their choice and plan a customized, volunteer work-party to involve new people in new ways.



## EXPECTATIONS

- A minimum of 8 hours per week - includes a weekly meeting
- Conduct outreach to 4 individuals or groups in your chosen community
- Design a volunteer work-party for your community
- Recruit 10 – 15 people to attend your work-party

## QUALIFICATIONS

- Ages 17 – 21
- Knowledge of the Redmond community (preferably a Redmond resident)
- Comfortable forming new relationships and community connections
- Good written and verbal communication skills, two or more languages a plus
- Ability to work in teams and independently with limited supervision
- Interest in or previous knowledge of community organizing and/or urban forest restoration
- Must be able to assist with park restoration projects. Activities may include standing, squatting, bending over, pulling weeds, kneeling, lifting 10 – 20 pounds. *Under most circumstances we will be able to work with anyone with disabilities to make this possible. Please contact us.*



## SKILLS LEARNED

- Creative outreach techniques
- Community engagement skills
- Volunteer and relationship management
- Urban forest restoration
- Basic knowledge of Northwest plants
- Event management
- Increased cultural awareness
- Presentations skills

**COMPENSATION** Interns will work approximately 80 hours over the course of 9 weeks and earn \$9.19 per hour.

## HOW TO APPLY

- 1) Answer the questions on the following page. Please call Katie if you do not have access to a computer or need assistance.
- 2) Provide the name and contact information for 1 – 2 references. Current or past supervisors, teachers, counselors and faith leaders are examples of appropriate references. Please exclude relatives and household members.
- 3) Submit this information via email to the address below.

Visit the Green Redmond Partnership Website for more information: [greenredmond.org](http://greenredmond.org)

**Questions?** Contact Becca Meredith: [bmeredith@forterra.org](mailto:bmeredith@forterra.org) OR (206) 905 –6905

**EQUAL OPPORTUNITY EMPLOYER:** Forterra is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law. Assistance and/or reasonable accommodations during the application process are available to individuals with disabilities upon request. No applicant will be penalized as a result of such a request. To request assistance or accommodation, please contact the HR Specialist at [jobs@forterra.org](mailto:jobs@forterra.org) or 206-292-5907. In accordance with Federal law and USDA policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (in education and training programs and activities), age, disability, or retaliation.

**Application Questions**

- 1) Why do you want to become a Community Builder Intern? Please include any experience with community outreach/organizing, event planning/management, or environmental restoration. (300 words max)
  
- 2) Each Community Builder Intern will identify a community they would like to focus on for outreach. Your community could be based on faith, language (other than English), race or ethnicity, neighborhood, or school (including family members of students). Describe 1 – 2 communities you could work with for this internship. (200 words max)
  
- 3) What do you hope to get out of this internship? (Eg. What do you want to learn? What skills do you want to gain?) (200 words max)
  
- 4) We will plan to meet one afternoon every week between June 25<sup>th</sup> and August 23<sup>th</sup> and restoration events will take place in August on either weekday evenings or on the weekend. Do you have any scheduling conflicts between June 25<sup>th</sup> and August 20<sup>th</sup> that would impact your ability to attend weekly meetings or restoration events? (100 words max)
  
- 5) How did you hear about this internship?

**References**

Current or past supervisors, teachers, counselors and faith leaders are examples of appropriate references. Please exclude relatives and household members.

1. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

2. Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**When you have answered all the questions and provided reference information please save a copy and email this document to [bmeredith@forterra.org](mailto:bmeredith@forterra.org) OR mail them to Becca Meredith, 901 5<sup>th</sup> Ave, Suite 220, Seattle, WA 98164**



*Funding for this work is made possible through a grant from the United States Department of Agriculture (USDA) Forest Service, Urban and Community Forestry Program.*