



Position Title: Community Engagement Lead

Dates: September 9, 2024 - August 8, 2025

Pay: Maximum Living Allowance \$28,000.00

Segal Education Award: \$7,395.00 upon completion of term.

Schedule: Monday - Friday 8:00 AM - 4:30 PM, some weekends required.

Location: Marion County, Indiana

Reports to: Bryce Patz – Manager – Improvement and Beautification Projects Manager – AmeriCorps Program Director

Organization Overview:

Indy Parks and Recreation provides parks, greenspaces, trails, and recreation opportunities for Marion County residents and visitors. The agency offers 216 parks, 11,258 acres of greenspace, 130 playgrounds, 155 sports fields, 153 miles of trails, 23 recreation and nature centers, 19 aquatic centers, 21 spray grounds, 13 golf courses, and four dog parks. Indy Parks also provides a range of sports, art, education, and recreation programs and more than 2,400 programs throughout the year. Indy Park's mission is to connect communities by providing places and experiences that inspire healthy living, social engagement, and a love of nature.

Position Description:

Urban parks play an important role in enhancing the quality of life in cities, providing spaces for recreation and civic engagement. They also offer solutions to various community and national issues by serving as healthy exercise spots, managing stormwater runoff, improving air quality, promoting economic and community development, and providing safe and accessible recreational opportunities. Indy Parks is seeking one (1) Community Engagement Lead AmeriCorps member who can lead community building educational programs and support park stewardship efforts in Marion County. The Community Engagement Lead will focus on creating educational programming that engages community members of all ages meaningfully, fostering grassroots supports for parks and equitable access. Community Engagement Lead will support programming particularly in areas identified experiencing Nature Gap, communities experiencing disparities in access to greenspaces and nature-based programming. This member will also have access to ArcGIS to support AmeriCorps efforts. This member position makes an

excellent opportunity for those interested in honing their leadership skills, conservation, community engagement, and outdoor work. Members will have access to hands-on skill development, free training, and experience working in a municipality.

Overview of Duties and Responsibilities:

- Promote individual member development and a healthy, supportive, member community
- Assist with park improvements to restore park properties and assets, such as equipment, landscaping, trail maintenance/construction, and graffiti, debris, and trash removal
- Promote individual member development and a healthy, supportive, member community
- Assist Park staff in the creation of presentations, educational programming surrounding nature, sustainability, stewardship, and other related for all ages to engage with Indy Park system
- Cultivate community-wide relationships including volunteer outreach and recruitment
- Performs landscape maintenance to include planting, pruning, weeding, mulching, watering, and propagating, as well as other horticultural practices and general greenspace management
- Performs conservation practices such as invasive plant removal, installing native plants, erosion mitigation, resource monitoring, and sign installation
- Operates City vehicles and other power equipment (e.g., trucks, gator, weed trimmer, and leaf blowers)

Qualifications:

- Valid driver's license
- Preference to be at least 21 years of age
- Be able to pass federal, state, and National Sex Offender background checks
- Must have a high school diploma or GED equivalent
- Some higher education or technical schooling is preferred
- Proficiency in Microsoft Office Suite
- Basic horticultural skills and love the outdoors are encouraged
- Tree and plant identification is a plus
- Strong time-management skills and ability to serve independently as well in group settings

Benefits:

- 7 personal days – in addition to days the City-County government is closed.
- \$7,395.00 AmeriCorps Segal Education Award
- Professional development trainings
- Qualify for federal student loan forbearance during service term
- Free Access to Eagle Creek Park and other Parks department benefits

Term Schedule:

Community Engagement Lead service term is 1700 hours (roughly 10 months) between September 9, 2024 – August 8, 2025. The schedule will be 8:00 AM – 4:30 PM, Monday through Friday with some weekend requirements.

Physical Requirements:

The physical requirements descriptive here are representative of those what must be met by a member to successfully perform the essential functions of this position.

Use of tools and equipment as trained for normal park maintenance. Most work will take place outdoors in a variety of weather conditions. The Community Engagement Lead will support Greenspace Crew Lead's work with project management support. Members should have the ability to lift 50 pounds, bend, stand, walk, crouch, kneel, climb, stoop, and crawl throughout the day. While performing the duties of the position, the member is regularly required to talk and hear.

For questions and accommodations, contact Bryce Patz, Indy Parks Improvement and Beautification Projects Manager at bryce.patz@indy.gov or (463) 279-2641.

The City of Indianapolis and Marion County celebrates the diversity of our community, citizens and employees. As an equal opportunity employer, the City-County is committed to a work environment free of discrimination and harassment. Candidates will be considered without regard to race, color, physical or mental disability, religion, sex, age, national-origin, veteran status, gender identity, gender expression or sexual orientation. All employment decisions are based on candidate qualifications, merit and business needs.