



## CAC AmeriCorps

*Position Description*

### Alternative Transportation Coordinator



THE UNIVERSITY OF  
TENNESSEE  
KNOXVILLE

- Dates of Service:** August 5th, 2019 – June 26th, 2020
- Partner:** The University of Tennessee, Office of Sustainability
- Location of Service:** UT Facilities Services  
2040 Sutherland Avenue, Knoxville, TN, 37921
- Supervisor:** Jay Price, Sustainability Manager

#### **About CAC AmeriCorps:**

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

#### **Site Summary:**

The UT Office of Sustainability is committed to promoting the responsible consumption of human, economic, and environmental resources on the University of Tennessee, Knoxville campus. We use holistic data collection and analysis to inform sustainability initiatives and develop collaborations with campus and community partners to reduce the environmental impacts of the University's operations, all while engaging the campus community in what it means to Make Orange Green.

#### **Position Summary:**

The AmeriCorps member in this position will serve under the direction of UT's Sustainability Manager. One of the primary goals of the Office of Sustainability is to reduce greenhouse gas (GHG) emissions from all sources. Transportation represents the second largest contributor to GHG emissions at the University of Tennessee, Knoxville, and the member in this new position will focus on ways to reduce carbon emissions from that sector. The AmeriCorps member will engage and coordinate with several key groups on campus such as Parking and Transit Services, Fleet Management, Facilities Services, the East TN Clean Fuels Coalition, the Circular Bioeconomy Community of Scholars, and others to find ways to

incorporate alternative fuels, new or efficient technologies, and alternative forms of transportation to reduce carbon emissions from university transportation and related combustion of fuels for university equipment. They will likewise engage and coordinate with community organizations such as Smart Trips, Pace Bikeshare, and the Knoxville Area Transit (KAT) to promote alternative transportation activities by commuters. The member will research best practices at other institutions and find ways to incorporate activities at the University of Tennessee, Knoxville. The AmeriCorps member may also recruit, train, and mentor student workers to help with the duties of the position, and create and serve on committees related to alternative transportation.

Other duties of the AmeriCorps member will involve serving as a representative of the Office of Sustainability at campus and community events that may occur at night or on weekends and working as a Zero Waste Gameday team member.

### **Minimum Qualifications:**

#### Education:

- Bachelor's degree in urban planning or a related environmental field strongly preferred

#### Position Requirements:

- Independent self-starter
- Solid organization, leadership, and communication skills
- Ability to work independently and collaboratively on a wide range of task
- Ability to effectively convey the Office of Sustainability message through written and verbal communication
- Knowledge of and passion for alternative transportation and alternative fuels
- Knowledge of sustainability efforts within higher education or community organizations or experience working with a college or university sustainability office
- Ability to create and give presentations to a wide variety and large number of individuals
- Capable of working with people from diverse backgrounds
- Commitment to honesty, excellence, and professionalism
- Ability to motivate others to change habits and behaviors
- Strong commitment to sustainability, resource conservation, and waste reduction
- Ability to work long hours while standing or walking in moderately strenuous working conditions (rain, heat, sun, cold, etc.)
- Valid driver's license

### **Member Benefits Include:**

- A modest living allowance of \$12,530, or, \$533.19 bi-weekly (pre-tax), paid over 47 weeks
- Education Award of \$5,920 that can be applied to student loans and/or future education expenses
- Health insurance is available for members who are not already covered independently or by a parent
- Worker's Compensation

- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility
- May be eligible for utility bill assistance. In house specialists available to provide assistance with determining eligibility
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$300-\$450 in a share house/apartment scenario
- Professional development and networking opportunities

**Equity and Inclusion:**

The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.

