



EMPLOYMENT OPPORTUNITY

KYCC is committed to meeting the needs of the multicultural Koreatown community. We are looking for candidates to join us in our efforts to achieve the vision of our Environmental Services Unit: to build a safe, healthy and beautiful neighborhood. We expect our staff to be respectful and flexible, and to be driven to achieve their personal and professional goals and the vision of their unit.

We endeavor to be an employer of choice and are looking for candidates who will make an immediate and lasting contribution. We have been serving our diverse community for 47 years, and if you're passionate about using your skills and experiences to support our mission we'd like to meet you

Tree Ambassador Program (Temporary, Part-time, Non-exempt)

Unit: Environmental Services
Posting Date: 10/10/22

Reports To: Environmental Services Manager
Salary: \$25.00/ hr

Positions Available: 3

Summary: Under the direction of the Environmental Services Unit Manager, the Tree Ambassadors (TA) position is an entry level, hands-on position with KYCC's Tree Planting Service and Maintenance Program responsible for building connections with and amplify the voices of their communities. Ultimately, we want you to have the tools, knowledge, and connections to support your communities with their urban greening needs and goals. Performance is reviewed on a continuous basis with specific goals and objectives identified throughout the year. Reliability and quality of work will be emphasized. This is a temporary part-time, non-exempt position working 10 hours per week (40 hrs per month), between the hours of 6:00 am and 3:30 pm, Monday through Sunday. Weekend shifts are required.

Duties / Responsibilities:

- Participate in (9) monthly in person and remote training sessions, approximately 3-4hrs each.
- Complete provided training materials and activities before, during and after monthly training sessions.
- Conduct outreach to local community centers, faith-based organizations, businesses, and residents about tree benefits, equity, and planting opportunities.
- Create space for productive conversations and community feedback.
- Collect Commitment to Water (CTW) forms from residents in your community to plant more street trees in your neighborhood.
- Support community members in accessing tree planting and urban forestry programs in the City of Los Angeles for both private property and public spaces.
- Find viable tree planting locations and organize tree planting and care events.

Basic Eligibility:

- Ages 18+
- Ability to serve the full 10-month program, attend 10 training sessions on the last Saturday of each month.
- Ability to work remotely due to ongoing COVID-19 pandemic safety guidelines.
- Current residency in the City of Los Angeles.
- **Attend meetings and trainings.**
- **Perform other related duties as assigned.**



Minimum Requirements / Qualifications (All applicants MUST meet the minimum qualifications):

- Ability to effectively manage time and resources to organize and prepare documentation and complete projects.
- Strong commitment to working with a multicultural community.
- Strong interpersonal, organizational, written and communication skills.
- Ability to work collaboratively with others and a willingness to participate fully in the team process.
- Self-directing and the ability to work independently as required.
- A valid Class C California Driver License, access to personal automobile, driving record clearance and proof of auto insurance.
- Proof of eligibility to work in the United States.
- Physical requirements: able to lift 50 lbs, seeing to inspect the field to observe project area, inspect documents, and supervise volunteers; ability to communicate with KYCC staff, clients and public; sitting and standing for extended periods of time; bending, kneeling, and reaching; and dexterity of hands and fingers to operate equipment.

Desired Qualifications:

- A High School diploma or equivalent.
- Bilingual capacity (**Spanish/English and/or Korean/English**).
- Prior outreach and environmental education experience.

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