



## **Multi Family Recycling & Community Engagement Internship Description**

**Reports to:** Community Development Manager, Jami LeBaron  
**Term:** August 31, 2020-August 31, 2021  
**Time Requirement:** 10 hours per week  
**Compensation:** \$8,840 for one year, paid monthly (Approximately \$17/hr)

### Overview

ROSE Community Development is an affordable housing developer in outer southeast Portland. We build high-quality affordable homes and organize resident-driven program and services to support families and seniors with low income. We serve approximately 450 households across a variety of housing types.

### General Duties & Responsibilities:

ROSE is working with the City of Portland's Bureau of Planning and Sustainability to perform community outreach and education around recycling and sustainability in a multi-family housing setting. The project aims to experiment with different strategies to engage with front-line communities and diverse populations in creating solutions and improvement to the physical spaces in recycling and garbage areas, as well as explore fun and creative educational events.

The internship will be one year long, with remote and in-person activities. The position is supervised by the Community Development Manager, and will work closely with other ROSE staff, ROSE residents, and community partners. Work will be done remotely, in-office and on-site at ROSE's affordable housing communities. Safe practices for Covid-19 will be integrated into all activities.

### Primary responsibilities include:

- Create and conduct pre-engagement surveys at several ROSE properties
- Lead scheduled afterschool activities focused around recycling and sustainability
- Lead activities for youth and families to improve recycling areas
- Coordinate field trips to visit recycling plants, or other relevant places
- Coordinate workshops and events around sustainability/recycling (Fix-It-Fairs, Recycled Art, etc.)
- Lead community coffee talks/presentations, resource fairs

### Qualifications:

- Candidates must have an interest and experience working with youth, families, and diverse populations.
- Experience, knowledge, or interest in community engagement and recycling/sustainability
- Intern must be responsible for managing the grant agreements, tracking participation
- ROSE strives to create internships that provide opportunities for interns to learn about the many aspects of the work we do. Inclusion in meetings and regular contact with staff is encouraged to provide an understanding of the many programs we run and the work that we do in the community
- The intern will be expected to conduct themselves in a professional manner at all times and comply with the organization's policies.

### Application Process:

Application deadline is August 17<sup>th</sup>, 2020. To apply, please submit a resume, and cover letter to Jami LeBaron at ROSE Community Development ([jami@rosecdc.org](mailto:jami@rosecdc.org)).