



To create healthy and resilient communities, Ironwood Tree Experience makes it possible for young people to engage with the natural world and be stewards of the environment.

YAC Advisory Committee Member Position Description

Position Overview: The purpose of the Youth Action Corps (YAC) Advisory Committee is to provide leadership opportunities for active YAC members and ensure that youth voice is present in shaping Ironwood Tree Experience's (ITE) YAC initiatives. YAC Advisory Committee Members will work together to support ITE by providing a youth perspective on programs and events to make sure they are superlative for youth's needs and well being. YAC Advisory Committee Members will work directly with the Engagement Manager to plan ITE events and YAC workshops, take on leadership positions in coordinating events/trainings/workshops, and help with outreach to increase participation of other YAC members.

The **Fall 2020 YAC Advisory Committee** will consist of 4 members who will participate from October through December 2020, with the option of renewal for January through May 2021.

Supervisor: ITE Engagement Manager

The ITE Engagement Manager will facilitate meetings and support Advisory Committee Members in working towards goals and initiatives.

Position Duties:

YAC Advisory Committee Members represent ITE; promote YAC; help plan events, trainings, and workshops for other youth; and assist with YAC outreach.

- Know and understand the ITE mission
- Understand the purpose and mission of YAC

At YAC Workshops and Events

- Participate fully
- Take turns leading trainings, discussions, and workshops for YAC in partnership with ITE staff and/or community experts

In-between YAC Workshops and Events

- Attend YAC Advisory Committee meetings (once per month)
- Assist in planning YAC workshops and events
- Read and respond to emails and text messages
- Communicate with the Engagement Manager and other YAC Advisory Committee Members to fulfill tasks
- Provide perspectives and talk about personal experiences to share messages with the ITE community

YAC Outreach

- Email, text, or call other YAC members to inform them about upcoming initiatives and encourage participation

Qualifications:

- Passion for the ITE mission and the YAC mission
- Active member of YAC and have already been a participant of at least one ITE program
- Interest in and comfortable working with peers (high school- and early college-aged youth)
- Willing to meet time requirements (going to monthly meetings and completing duties outside of meetings)

Schedule:

YAC Advisory Committee Members are expected to participate in duties for, on average, 1 to 2 hours per week*.

- Attend monthly YAC Advisory Committee meetings (~1.5 hours per month)
- Attend YAC events and programs as much as possible
 - Monthly workshop (~1 hour per month)
 - Training and/or Prep for outdoor programs (~1 hour per month)
 - Outdoor programs (~2-3 hours per month)
- Conduct outreach to other YAC members before important programs/events (~1 hour per month)

*Hours will vary depending on participation and time needed to prepare for leading certain activities. Members can communicate their availability to the ITE Engagement Manager, who will shape the schedule based on this information.

Incentives:

- Opportunity to gain leadership experience, work directly with/receive mentoring from ITE staff, and shape YAC programs and events to ensure youth wellness and engage in environmental stewardship.
- Professional Development opportunities, including a Leadership Retreat, interacting with the ITE Board of Directors, building a professional resume and LinkedIn profile, and gaining skills to contribute to future leadership opportunities