



TreePeople



Job Opening

Full Time / Non-Remote
Greater Los Angeles, CA

Youth Leadership Coordinator

TreePeople is an environmental nonprofit organization that is mobilizing people, business, philanthropists, and public agencies to work together to create green, resilient communities by planting trees, capturing the rainwater, greening schools, and providing fun environmental educational activities. We inspire, engage, and support the community to increase the urban tree canopy and address climate threats and environmental justice in Los Angeles and across the region.

With more than 6.2 million students in California K-12 public schools and over 20% of Los Angeles County's 10 million residents under the age of 18, young people hold a critical role in changing the world's response to climate change, inequities and justice. TreePeople is determined to inspire, engage, train and support millions of young people to take action to build healthy and equitable communities.

TreePeople is seeking an energetic, environment passionate Youth Leadership Coordinator to join our youth leadership program team. This program focuses on inspiring, engaging, training and supporting K-12 students to become leaders in their communities, green their school campuses and surrounding communities and become agents for climate resilience. The ideal candidate must be a community-oriented individual who is adept at mobilizing and prioritizing the needs of a community and have a strong commitment to improving the environment through education. This position will work closely with teachers and student groups in classes, on-campus environmental (eco) clubs, after school groups, community groups and with young people who are leaders in their communities or schools. In addition, this position is responsible for implementing current and future requirements for multiple funding sources.






Responsibilities

- Recruit, engage, and support groups of students around Los Angeles County.
- Support and facilitate the creation of TreePeople EcoClubs in schools, including guiding the election and project selection processes.
- Assist individual youth leaders to connect with TreePeople opportunities and take on leadership roles in their community.
- Support student project management, including guiding them through completing administrative and logistical tasks necessary for project completion.
- Maintain Youth Leadership programs operations through various administrative and creative tasks.
- Create and maintain relationships (network) with local youth programs, agencies, and the like.
- Assist in administering evaluation instruments and collecting assessment data.
- Track and report on projects and program data on a daily, weekly and monthly basis.
- Write and produce high-caliber and professional memorandums, correspondence and reports.
- Support TreePeople in the development and delivery of special projects, other programs and events.
- Represent TreePeople in the community.
- Other duties as assigned.

Position Requirements

- 
- Experience in working with schools and children (13-18 years of age) on environmental projects in the Greater Los Angeles areas (South LA, Southeast LA, Northeast San Fernando Valley).
 - Background in educational theory and methodology, waste and water issue are a plus.
 - Understanding of ecological systems and awareness of current environmental issues, including impacts of urban development and green solutions is strongly desired.
 - Experience in project management.
 - Excellent verbal, written and interpersonal communication skills, including public speaking.
 - Solid presentation skills, including experience presenting at workshops, community and agency meetings.
 - Able to perform physical work on a regular basis that includes but is not limited to loading planting tools on trucks, using planting tools lift up to 15 pounds trees as needed.
 - Highly organized, detailed oriented, strong work ethic, friendly, smart, proactive and a quick learner.
 - Knowledge of environmental, equity and education issues especially urban water and/or green-infrastructure issues in the Los Angeles region and engaging local communities.
 - Works independently and in a team environment.
 - Ability to remain flexible and adapt to multiple processes prone to change.
 - Ability to visit school sites across the Greater Los Angeles Area on a regular basis. Valid CA Driver's License, proof of insurance and reliable transportation a must.
 - Bilingual (Spanish) verbal and written strongly preferred.
 - Experience, with intermediate to expert knowledge of Microsoft and Google Suites tools and applications.

Salary Information

\$20.00 to \$24.00 per hour

Apply Now at:
[Treepeople.org/jobs-internships/](https://treepeople.org/jobs-internships/)

