

## Trenton Climate Corps Coordinator Community Planning & Development



Isles seeks an individual who is passionate about environmental justice and workforce development to serve as Trenton Climate Corps Coordinator.

### **ABOUT TRENTON CLIMATE CORPS:**

TCC is a comprehensive supportive program for training and employing individuals in climate resilience and green infrastructure skills, creating a rich network of environmental stewards with the power and skills to improve Trenton for current and future generations. Climate Corps activities develop and reinforce the concept of environmental stewardship not only for participants, but for their families and the community at large. Activities improve the structure and function of green space to provide social and emotional community benefits and support anti-violence and vacant property reclamation initiatives. Visible, high-impact conservation projects also have the potential to instill a sense of community pride through the transformation of neglected or underutilized public spaces. Housed in Isles' Community Planning & Development division, TCC works across all of Isles' units, supporting the work of CP&D and coordinating with Isles services to support Climate Corps members.

### **POSITION DETAILS:**

The Trenton Climate Corps Coordinator is responsible for leading a year-round training, employment, and climate resilience program, with between 5 and 17 Climate Corps members depending on the time of year. With the support of, and reporting to, the Deputy Director of Community Planning, the successful candidate will lead and manage TCC, as well as incorporate related funding and employment opportunities into the TCC structure. This position will be full-time, year-round, with planning and program development responsibilities, in addition to program implementation responsibilities.

We seek a collaborative and supportive candidate who has a proven track record of working with and motivating urban youth and underprepared and underskilled individuals, and who is well connected in the Trenton community. Qualified candidates will have the opportunity to join a dynamic and highly accomplished team at one of the most innovative and successful nonprofit organizations in the region. The position requires strong organizational and leadership skills, and exceptional skill at motivating youth. Candidates must be able to adeptly lead in varied settings, working effectively with colleagues, public and private sectors, and community-based stakeholders.

### **ESSENTIAL FUNCTIONS:**

- Recruiting and motivating crew and volunteers
- Managing multiple projects at one time
- Developing and implementing climate resilience/green infrastructure projects
- Defining project goals, assigning project work tasks, daily oversight of project participants, and reporting on project metrics
- Monthly scheduling of projects, events, and participants
- Using sustainability projects to develop employability and life skills
- Providing first-line counseling and on-site training
- Working collaboratively with other staff in all departments of Isles to complete projects
- Effectively balancing priorities and keeping the lines of communication open
- Demonstrating behaviors in concert with Isles' mission, vision, values, policies, and procedures

### **MINIMUM QUALIFICATIONS:**

- Bachelor's degree or equivalent combination of education and work experience
- Possession and maintenance of a valid driver's license and an insurable driving record
- Ability to maintain state central registry (SCR) clearance and fingerprint clearance throughout the duration of employment
- Ability to work independently and collegially in a fast-paced, goal-oriented environment
- Strong leadership, communication, and interpersonal skills
- Excellent organizational skills and attention to detail
- Experience and cultural competency working with individuals and families from varied experiences and backgrounds
- Comfort using office technology including a desktop computer, student database, copier/printer, and large volume of email messages
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Outlook)
- Proficiency in utilizing virtual meeting platforms (Zoom, WebEx, Teams, etc.)

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### **DESIRED QUALIFICATIONS:**

- OSHA certified
- Bilingual in Spanish and English

### **ABOUT ISLES:**

Founded in 1981, Isles is a nationally recognized nonprofit community development and environmental organization with the mission to foster self-reliant families in healthy, sustainable communities. Each year, Isles reaches thousands of central New Jersey residents with opportunities for at-risk youth job training, affordable housing development, financial literacy training, homeownership counseling, community gardening, environmental health and education, community organizing, and regional planning.

### **WHAT IT'S LIKE TO WORK FOR ISLES:**

Throughout its 40-year history, Isles has proactively and innovatively anticipated and responded to changing needs and priorities of the Trenton community and beyond. Isles works to impact underlying causes of social inequities in meaningful and effective ways, while ensuring a healthy work-life balance for staff members. Isles' culture is built around collaboration and mutual support, internally and externally, and a socially conscious commitment to advancing social justice and equity. Our team consists of about 100 employees, plus a corps of volunteers and an engaged Board of Directors.

Compensation: \$48-\$54K plus comprehensive Medical, Dental, Vision, FSA benefits, 401K with company match and a generous PTO policy

To Apply: Interested candidates should submit resume, cover letter and recent writing sample to [hr@isles.org](mailto:hr@isles.org). Application materials should demonstrate why you are a good fit for this position and what specific skills, experiences, talents and interests you will bring to the table.