



**Position Title:** Sustainability Assistant

**Position Service Site:** Franciscan Sisters of Perpetual Adoration (St. Rose Convent in La Crosse, WI); Viterbo University (La Crosse, WI)

**Service Time:** September 9, 2024 – August 22, 2025 (1,700 Hour AmeriCorps Term, 50 weeks, 35 hours per week)

**Benefits:** Living stipend total for whole term = \$23,000 (\$460 per week). Education Award of approximately \$7,300 upon successful completion of service. To find out more about the Award: <https://americorps.gov/members-volunteers/segal-ameri-corps-education-award/find-out-more>.

Health insurance optional (1,700-hour positions only, available for individuals who are not already covered).

**Requirements:** Covid-19 vaccine required.

**OVERVIEW:** Franciscan Sisters of Perpetual Adoration's goal is to provide young environmental leaders with the opportunity to gain relevant professional experience that serve the environment and the community by supporting healthy urban and rural ecosystems. The organization is focused on combating climate change and building more sustainable practices within the St. Rose convent supporting Viterbo University to do the same. Both FSPA and Viterbo have strong core Franciscan values and are collaborating to engage and support others to understand the intersections of people and planet.

Learn more at [fspa.org/land](https://fspa.org/land) and [fspa.org/content/ministries/integral-ecology](https://fspa.org/content/ministries/integral-ecology)

**SERVICE DESCRIPTION:** FSPA's Sustainability Assistant will aid in living out the commitment to care for Earth assisting the FSPA Office of Integral Ecology in researching and promoting climate conscious ways of living and working, providing education and outreach to the congregation and the communities in which they serve, engaging the community, and managing programs to support the FSPA ministries. The Sustainability Assistant will also share time serving Viterbo University as the campus is currently developing a climate action plan. Viterbo collaborates with FSPA and both campuses will serve the greater La Crosse Community and stakeholders through lens of sustainability and climate conscious decision making.

## **RESPONSIBILITIES:**

### *Community Improvement*

- Willingness to learn the impacts of climate change on the Driftless region and Wisconsin, and help educate others how to mitigate those impacts and build a resilient community.
- Support both FSPA and Viterbo in meeting the benchmarks for action with the City of La Crosse Climate Action Plan.
- Support the development and implementation of the FSPA Laudato Si Action Plan and a Viterbo Laudato Si Action Plan (Climate Action Plan) including the development of standard operating procedures.
- Increase environmental awareness and promote sustainability through community outreach events.
- Design and implement at least four programs on sustainable business practices (recycling, print management, food procurement, etc.), and create supporting documentation and presentation materials.
- Identify and develop virtual resources related to climate action in the Driftless region.
- In the case of natural disasters, AmeriCorps member may be recruited to assist the community.

### *Programming*

- Research and design projects that incorporate baseline information from the community to foster achievement of the FSPA and Viterbo Laudato Si Action Plans and aim to advance FSPA and Viterbo Laudato Si project goals.

- Assist with designing, improving, and updating kiosks, signs, and brochures as related to the FSPA Laudato Si Action Plan and projects at St. Rose Convent and support Viterbo campus activities for climate action.
- Collaborate with Sisters, Affiliates, staff and all local universities to create community-focused climate awareness campaigns and working on a greenhouse gas inventory.
- Assist FSPA land projects working in the garden, greenhouse, orchard, woodlands and prairies when needed.

#### *Program Marketing*

- Help create or curate simple “how-to” videos, including but not limited to sustainable lifestyles, recycling, composting, etc.
- Create an outreach plan to connect with local and regional environmental and eco-justice organizations to enhance the FSPA and Viterbo Laudato Si Action Plans and projects.
- Track progress and develop reports on specific sustainability and environmental measures.

#### **QUALIFICATIONS:**

- A team player and good communicator with flexible attitude and eagerness to learn.
- Physically active and able to lift at least 30 lbs. (occasionally 50lbs) with stooping and bending.
- Ability to present, virtually and in-person to a variety of stakeholders and the general public.
- Able to work in all weather conditions conducive of Wisconsin and willingness to be flexible for night and weekend service opportunities.
- Physically able to work long days outside on steep, rugged terrain, which involves some lifting, carrying, bending and hiking across uneven terrain.
- An intrepid sense of curiosity and enthusiasm about research.
- Willing to interact inter-generationally and inter-culturally in a respectful manner.
- Ability to take direction and accept constructive criticism with a strong sense of responsibility and follow – through.
- Ability to prioritize and handle multiple tasks with attention to detail and strong organizational skills.
- Education and/or experience in community health, recreation management, education, environmental studies, sustainability, and climate resilience a plus.
- Technology proficient in platforms such as Google Workspace, Moodle and Microsoft Office.
- Ability to perform the essential duties of the position with or without reasonable accommodation.
- Ability to multitask and shift schedule and priorities to meet changing conditions.
- Upon hire, a criminal background check will be conducted. Service with WisCorps will be considered probationary until all results are returned and have been reviewed.

*WisCorps provides equal employment opportunities without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran per applicable federal, state, and local laws. We are committed to assuring equal employment opportunity and equal access to services, programs, and activities for persons with disabilities. If you have a disability, and need to access information in an alternative format, or need it translated into another language, please contact us at 608-782-2494, by email at [staff@wiscorps.org](mailto:staff@wiscorps.org) or Wisconsin Relay 711.*