

# CONSERVANCY

for CUYAHOGA VALLEY NATIONAL PARK

1403 West Hines Hill Rd., Peninsula, Ohio 44264 | 330-657-2909 | [www.conservancyforcvnp.org](http://www.conservancyforcvnp.org)

## **Position Announcement**

March 19, 2019

### **Diversity, Equity, & Inclusion Fellowship**

***The Conservancy for Cuyahoga Valley National Park is pleased to announce a call for applicants for 2019-2020 Diversity, Equity, and Inclusion Fellow.***

*Conservancy for Cuyahoga Valley National Park is a non-profit organization created to engage public support for Cuyahoga Valley National Park and provide services to enhance public use and enjoyment of the park. The Conservancy's mission is to enrich lives and our communities by inspiring use, appreciation and support of Cuyahoga Valley National Park and ensure its preservation. We are located 30 minutes south of the southeast suburban neighborhoods of Cleveland, Ohio and 30 minutes North of Akron, Ohio.*

#### **Position Description, Essential Duties (other duties as assigned):**

At the direction of the Director of Diversity, Equity, & Inclusion, the DEI Fellowship consist of meaningful work in the areas of environmental justice, health equity, education, and research. This fellowship consists of a cross-functional approach, in which the DEI Fellow will be responsible for working across the business units of the Conservancy and our National Park Service partners to support organizational needs that are in alignment with the Conservancy's strategic plan.

#### **Key Areas of Focus**

##### **Program Support & Development:**

Thoughtful approach to create & support innovative programs to engage individuals of African American, Hispanic, Asian, Pacific Islander, and Native American descent, who are historically underrepresented in visitation among visitors to the National Park.

- Provide programmatic support for existing DEI initiatives including administrative reports for staff, funders, and internal/ external boards and committees.
- Assist with grant proposal writing to solicit new funders and identify new funding sources.
- Support the development of the Employment Pipeline program to solicit underrepresented students for employment with the Conservancy for CVNP through internships, job shadowing, etc.
- Develop content and support programmatic needs for health equity programs aimed at utilizing greenspace to address health disparities including the minority mental health symposium, parks as prescriptions, and other programming.

##### **Community Engagement, Outreach & Education:**

Strategic approach to engaging new partners to extend the reach of the Conservancy to diverse audiences in the Greater Cleveland & Akron areas.

- Relationship building with groups that provide direct outreach to target demographic as noted in DEI grants.
- Attendance at meetings and networking events with various community partners in Northeast Ohio.
- Support the creation of a sustainable model to recruit and retain a diverse volunteer base.
- Support programmatic aspects of DEI programs.
- May attend local, regional and/or out of state conferences to support the Director of DEI with presenting research and best practices.

- Attend required training for professional development including Racial Equity Institute trainings and others as determined by Director of DEI.

**Research:**

Create a sustainable research model to conduct meaningful research around the impact of historical trauma in greenspace and the experiences of people of color.

- Create quantitative and qualitative research that can be shared across the organization.
- Analyze existing data and compile reports.
- Provide a portfolio and presentation derived from self-directed research during the fellowship to be submitted during the last week of the fellowship.

**Other:**

- Employee must be able to satisfactorily perform the essential duties/functions as outlined in the position's job description.
- Other duties as assigned.

**Minimum Qualifications:**

- Must have obtained Bachelor's degree by May of 2019.
- The applicant must exhibit strong cultural competency skills with the ability and comfort to work with individuals from diverse backgrounds.
- Outstanding oral and written communication skills, particularly regarding interpersonal communications across diverse groups.
- Ability to work independently as well as in a group setting; ability to manage multiple tasks.
- Demonstrated creativity, innovation, and commitment.
- Experience with equity, inclusion, diversity, anti-oppression and anti-racism trainings and frameworks a plus.
- All employees of the Conservancy are required to pass a background check prior to the start of employment.

**Status/ Pay/Benefits:**

- Full time, non-exempt, hourly, term position.
- Term of position is 10 months, beginning June 1, 2019 and ending no later March 31, 2020.
- \$17.60 per hour, not to exceed 40 hours per week.
- Flexible work schedule.
- Shared housing may be available with nominal utility fee.
- Eligible for excellent benefits package including medical, dental, vision coverage, and Conservancy paid holidays

**To Apply:**

Send required application materials, as specified below, to [apply@forcvnp.org](mailto:apply@forcvnp.org) with the subject line reading *DEI Fellowship*. Applications accepted until April 12, 2019. Interviews to start immediately and the candidate selected for the fellowship will be notified by May 1, 2019, with a start date of June 1, 2019.

- Letter of interest highlighting your commitment to diversity, equity, and inclusion, and interest in the DEI Fellowship with the Conservancy for Cuyahoga Valley National Parks
- Resume or CV.
- Two letters of recommendations from individuals who can speak to your academic, professional, & community leadership experience.

***The Conservancy provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, military obligations, or veteran status.***