

# **My Outdoor Colorado (MOC) Community Connector**

## **Job Description**

### **Background:**

The My Outdoor Colorado Community Connector (CC) is a contract position for 25 hours per week working mid-April – mid-September.

The CC will implement an in-depth listening campaign in Denver's Westwood community in order to understand how to increase youth and children's access to nature and the outdoors. The CC interviews and conducts surveys with youth, children, and adults to learn about challenges and opportunities that exist for Westwood residents in accessing local parks, mountain parks, outdoor programs, and career pathways in the natural resources. In addition, the CC mobilizes Westwood youth and residents to attend planning meetings, community dialogues, and outdoor outdoor-focused events.

### **Supervision:**

The CC receives day-to-day supervision from the Westwood My Outdoor Colorado Planning Coordinator.

### **Responsibilities:**

The CC is responsible for the following

- Conducting a minimum of 10 learning conversations per month with a goal of reaching at least 100 youth, children, and adult residents:
  - o Makes contact via phone or e-mail to set up meetings with individuals or groups
  - o Meets with residents to conduct listening conversations (5 – 10 per week),
  - o Receives referrals and makes additional contacts for conversations
  - o Takes detailed notes of the conversations
  - o Submits one-page report of listening conversations to the MOC Coordinator
- Recruits a minimum of 12 adult and 12 youth residents to attend a community focus group
- Inviting community participation and assisting with the facilitation of design meetings, community advisory meetings, and MOC events:
  - o Increases diverse and representative participation in the GOCO process by implementing inclusive outreach strategies
  - o Supports the MOC Coordinator in conducting Community Design meetings
    - Plans and facilitates meetings in partnership with the Coordinator and Landscape Architects
    - Leads efforts to engage resident participants in meetings
    - Helps set up and break down the meetings
- Distributing and collecting surveys
  - o Distributes and collects surveys in alignment with survey distribution strategy
  - o Explains surveys and makes sure they are filled out correctly

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- Networking with residents, organizational partners, and other Community Connectors to increase impact
  - Spreads the word to increase community participation through various means including: phone calls, e-mail, newsletter, newspaper, radio, television
- Attending MOC Core Group and Community Engagement meetings
- Attending trainings as specified by his/her supervisor
- Attend 1 youth meeting per month
- Attending events such as Canoemobile and other outdoor events to provide support
- Engaging in other activities as needed

### **Supervision:**

The CC is supervised by Danielle Short, My Outdoor Colorado Coordinator, who will meet at least weekly with the CC.

### **Knowledge, Skills, and Abilities:**

- Relationship builder and connector
- Sees the good in people
- Builds many positive relationships with diverse audiences
- Good salesperson
- Not always the leader, but good at getting other people to act
- Disciplined and self-motivated without needing constant supervision
- 2. Passion and motivation to improve health and quality of life in 80219
- 3. Sensitive and knowledge of the Latino community
- 4. Can work some evenings and weekends
- 5. Has access to a vehicle for driving in 80219 area

### **Qualifications:**

- At least one year's experience working or volunteering to increase resident participation in neighborhood-betterment activities, preferably in Westwood
- Westwood resident preferred
- Strong listening skills with the ability to see gifts and talents within all people
- "People-person" who has the ability to build relationships with diverse audiences
- Ability to behave professionally and respectfully even when under stress
- Able to be flexible and adapt to changing community circumstances and work tasks
- Clear and effective verbal communication skills
- Detail oriented and able to take strong notes of conversations
- Westwood resident preferred

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- Spanish required. Bilingual in English & Spanish preferred

**Hours and Compensation:** 20 - 25 hours per week. \$15.00 per hour. This position is a contract position and is not eligible for benefits.

### **To Apply:**

Please complete the attached application and return, along with a resume and cover letter.

### **Ways to submit the application:**

- 1) Email to [danielle@myoutdoorco.org](mailto:danielle@myoutdoorco.org)
- 2) Turn in to Norma Brambila: 720-435-5691
- 3) Fany Mendez: 303-946-9468
- 4) Gaby Medina: 720-621-7778
- 5) Drop it off to Emily at Revision, 4200 Morrison Road, Unit 7.