

Roots & Shoots Youth Leadership Fellow

Position Description

Jane Goodall's Roots & Shoots, the global environmental and humanitarian youth program of the Jane Goodall Institute, seeks a recent high school graduate or college graduate for a nine-month Youth Leadership fellowship with our National Regional Team based in Danbury, Ct in our office at Western Connecticut State University. Founded by Dr. Jane Goodall, DBE and a group of Tanzanian students, the Jane Goodall's Roots & Shoots is about empowering young people to take action through service projects—creating positive change for people, animals and the environment.

The Youth Leadership Fellow works as a member of the National Regional team supporting the Youth Leadership Initiative, planning and implementing an annual International Youth Campaign, and providing outreach through presentations and online communications to grow Roots & Shoots membership. The Youth Leadership Fellowship offers the opportunity for a mixture of work in program development, implementation, writing and administration. This position offers a unique behind-the-scenes look at a fast-growing nonprofit organization, as well as the opportunity to effect lasting change on an evolving program. The Youth Leadership Fellow works closely with rest of the staff as part of a dynamic team of individuals who share a commitment to high-quality work.

Youth Leadership Fellow Responsibilities will include:

Youth Leadership Initiative

- Support and advise on planning for the National Youth Leadership Retreat
- Support National Youth Leadership Council and facilitate monthly conference calls
- Recruit new members for National and College Leadership Councils

International Youth Campaigns

- With support from National and Regional staff, develop ideas for future global youth campaigns
- With support from National Staff, design and implement successful global youth campaign
- Design and update global youth campaign website
- With support from Communications Staff, write press releases and prepare press packet for global youth campaign
- Point person for national and international outreach
- Point person for collecting and filing photo and video media related to global youth campaign

Outreach

- Represent Roots & Shoots at national and international speaking engagements
- Represent Roots & Shoots at national and international conferences
- Write posts to Youth Fellow blog.

- Research and write monthly articles for www.rootsandshoots.org.
- Participate in annual Regional Summits
- Write articles for International Print Newsletter

Other

- Support Dr. Jane Goodall during lecture tour
- Participation in International Day of Peace events
- Possible international travel
- Act as key youth advisor on major initiatives and projects

Qualifications:

- Recent High School or College Graduate (no more than one year beyond undergraduate degree) – All majors and concentrations welcomed.
- Previous leadership experience required. Roots & Shoots Leadership experience preferred.
- Strong verbal and written communication skills
- Proven initiative and ability to work independently and cooperatively
- Strong computer skills and Internet savvy (Microsoft Office and prior database experience preferred)
- Experience with Email and Web applications
- Ability to work with adults/ youth of all ages
- Ability to work comfortably in professional as well as educational environments
- Ability to work and contribute as a part of a team
- Comfortable traveling alone for speaking engagements
- Commitment to the mission of Roots & Shoots and the Jane Goodall Institute.

The term of employment for the Youth Leadership Fellowship is nine months, and will begin on September 1, 2011 and end May 31, 2012. Compensation for the Youth Leadership Fellowship is \$8.25 per hour with a maximum of 40 hours per week. Competitive benefits package is included with medical, dental, and disability coverage.

Hours are full-time, 9 a.m. to 5 p.m., Monday-Friday (with some flexibility). Work will be based out of the Roots & Shoots Office in Danbury, CT (Western Connecticut State University). The Youth Leadership Fellowship will also require domestic, and possibly some international travel. Applicants must be citizens or permanent residents of the United States.

The Roots & Shoots National Team empowers all employees to participate on many levels in a friendly, productive, team-based work environment.

Please, email resume, cover letter, references and essay responses to Shawn Sweeney at ssweeney@janegoodall.org. No phone calls, please.