



Position Title: Sustainability Education Assistant

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

Service Time: October 6, 2025 – August 21, 2026 (1,700-hour AmeriCorps Term, 46 weeks, 40 hours per week)

Schedule: Monday to Friday, 8:00 AM – 4:30 PM, with occasional evening, weekend and holiday hours required for events and programs. Hours will vary weekly but generally will not exceed 80 hours over a two-week period.

Benefits: Living stipend for the entire term totals \$23,000 (\$500 per week). The housing allowance for the entire term is \$5,750 (\$125 per week). An Education Award of approximately \$7,300 will be issued upon successful completion of service. To learn more about the Award, visit: <https://americorps.gov/members-volunteers/segal-ameri-corps-education-award/find-out-more>. **Health insurance** is available for individuals in 1,700-hour positions who are not already covered.

Requirements: COVID-19 vaccine and TB test required.

OVERVIEW: One goal of the Franciscan Sisters of Perpetual Adoration is to provide a person interested in environmental leadership with the opportunity to gain relevant professional skills and experiential knowledge through service to others that embodies “Caring for Creation”. The FSPA congregation is committed to implementing more sustainable practices within St. Rose Convent and other affiliated properties in the La Crosse area. FSPA puts strong Franciscan core values into everyday practice by engaging sisters, staff and others affiliated with their community in shared, sustained action that encapsulates their vision and provides an educational model for the public. The organization is also committed to working collaboratively with others to help them understand the intersection of a healthy planet and healthy people.

SERVICE DESCRIPTION: FSPA’s Sustainability Education Assistant will aid others in living out their commitment to care for Earth by performing essential sustainability related research and promoting initiatives related to living and working more sustainably. This research and education service will be done both within the organization and as part of outreach for the public. The Sustainability Education Assistant will continue with and further cultivate organizational networking with other sustainability efforts and groups in the La Crosse region. This individual will gain knowledge and skills associated with a non-profit entity providing sustainability education to interested stakeholders and the general public.

RESPONSIBILITIES:

Internal and External Sustainability Efforts (60%)

- Learn and educate to help build a strong resilient community.
- Support the FSPA community in incorporating sustainability into organizational policies and procedures.
- Support environmental awareness both internal and external through outreach programs and events.
- Participate actively in networking with other sustainability professionals in the La Crosse Community.
- Assist with hands-on care for the FSPA woodlands, prairies, garden, greenhouse, orchard, and tillable farmlands as part of land sustainability initiatives for the FSPA Land on St. Joseph Ridge.
- Assist the FSPA land sustainability team with coordination and recruitment of service volunteers.

Sustainability Projects, Programming and Educational Events (40%)

- Collaborate with the FSPA communications team to develop and share sustainability efforts and stories.
- Collaborate with stakeholders to identify, design and implement at least three programs that further FSPA’s sustainability initiatives, and create supporting documentation and presentation materials for each program.
- Collaborate with FSPAs, affiliates, staff, and other public and private educational institutions to create and implement educational programs for internal and external stakeholders that uplift best sustainability practices.
- Track progress and develop reports on sustainability projects and educational events.

QUALIFICATIONS:

- A team player with good verbal and written communication skills who has a flexible attitude, self-motivated work ethic and eagerness to learn.
- Physically active and able to lift at least 30 pounds with stooping and bending, occasionally on uneven terrain.
- Ability to communicate clearly and present virtually and in-person to various stakeholders and the public.
- Able to work in all weather conditions conducive to Wisconsin.
- Willingness to be flexible for occasional night, weekend and holiday service opportunities.
- Ability to think critically, problem solve and engage in self-guided research.
- Willingness to interact inter-generationally and inter-culturally in a respectful manner.
- Ability to accept direction and 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 formal and informal teaching efforts, sustainability, environmental studies, research, outdoor recreation, program management, and/or community resilience planning is a plus.
- Proficient in technology such as Google Workspace and Microsoft Office.
- Ability to perform the position's essential duties with reasonable accommodation.
- Ability to multitask and shift schedule and priorities to meet changing conditions.
- Upon hire, a criminal background check will be conducted along with any mandatory safe environment training. Service with WisCorps will be considered probationary until all results are returned and reviewed.

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