





FRAMINGHAM CLIMATE ACTION PLAN

Climate Action Plan (CAP) Community Liaisons Role Description | June 2023 | Looking For: 4 Liaisons

 **Description:** Community Liaisons will support outreach and engagement to collect community input that will inform the City of Framingham's Climate Action Plan (CAP). Learn more about the CAP on the [website](#).

 **Eligibility:** Community Liaisons should live, work, or volunteer in Framingham and be at least 16 years of age, comfortable working in English, and be able to participate for the full length of the project as described in the projects section. We will give preference to people who also speak languages other than English that are commonly spoken in Framingham (i.e., Spanish, Portuguese).

Responsibilities

- **About 5 hours:** Attend CAP Liaison team trainings and preparatory/check in meetings:
 - 3-4 meetings for trainings (1-2 sessions) and check-ins over the course of the project (1 mid-point check in; 1 concluding check in)
- **About 7 hours:** Conduct 2-3 Engagement Roadshows with the Meeting-In-A-Box Material:
 - Report back findings from Engagement Roadshow meetings to the CAP team
 - If possible, conduct these in non-English languages you might be familiar with
 - Training will be provided so CAP Liaisons understand the content and feel comfortable facilitating a conversation
- **About 3 hours:** Support outreach for CAP events by posting flyers, sharing social media posts, e-blasts, and word of mouth engagement, including championing the CAP in your networks.

Time commitment

- **July – October 2023**
- Minimum 15-hour commitment over the 4 months. More time might be needed leading up to the Engagement Roadshows and flexibility in carrying out responsibilities and commitment.
- As Liaisons are available and interested, they are welcome to attend other community engagement opportunities the CAP team will be hosting, such as our Workshops. This would be considered additional voluntary hours outside the scope of the official roles.
- While not guaranteed, additional funding for liaison hours may be available to support CAP development following the July – October 2023 period.

Benefits to CAP Liaisons

- Honorarium: \$450 distributed in 2 installments for the significant contributions of liaisons.
- Learn more about climate equity work in Framingham, gain familiarity with how municipal climate planning works, and better understand how to affect change at a municipal level to address climate change and related equity and justice issues.
- Develop your skills with communication, especially about climate change issues, organizing events, and developing meaningful collaborations with community partners.
- Have a direct hand in shaping municipal policies to address climate change in Framingham.