



Logo created by Knowlton Township
Elementary School 6th grade class

2022 INTERNATIONAL CLIMATE ACTION CHALLENGE

International Climate Action Challenge VOLUNTEER OPPORTUNITIES

Thank you for your interest in lending your time and talents to the 2022 International Climate Action Challenge (ICAC21). We're excited to make it the best experience ever with assistance from volunteers like you!

About Green Team Academy & the 2022 Challenge

[Green Team Academy](#) is on a mission to empower everyday people to #BeTheChange. We do this by helping them launch their environmental and community initiatives in 90 days using the structure described in the book, *Climate Action Challenge: A Proven Plan for Launching Your Eco-Initiative in 90 Days*.

We are now hosting the [2021 International Climate Action Challenge](#). The challenge is offered at no cost to people from around the world. A total of 60 teams have registered from 25 countries. We're excited to see what impact our teams will have across the globe, including Pakistan, Sudan, Kenya, Philippines, Switzerland, USA, and beyond.

KEY DATES

- August 17: Challenge Kick-off
- August 27-September 10: Tuesday & Friday 9 am MDT Volunteer Training Workshops
- September 10: Final day to register new teams for the challenge
- August 31 - November 30: 90-day challenge period
- December 15-17: Impact Summit featuring top ICAC21 teams
- Tuesdays at 9 am MDT: Challenge Coordination Team Meeting (Weekly meeting is required for coordinators. Optional for other volunteers.)

APPLICATION PROCESS

Step 1: Request volunteer application at www.climateactionchallenge.net/volunteer.

Step 2: Review the ICAC21 Volunteer Opportunities (this document).

Step 3: Apply for one or more positions. Deadline: September 10 or until positions are filled.

Step 4: You may be invited to complete an interview. (Interviews are not required for Ambassadors.)

Step 5: If approved, receive an assignment and join the ICAC22 crew! Help us empower people around the world to #BeTheChange!

ICAC22 VOLUNTEER POSITIONS

We offer four types of positions with a broad array of time commitments and responsibilities. Our ICAC22 positions include Challenge Coach, Challenge Ambassador, Challenge Specialist, and Challenge Coordinator. (We are also recruiting for [Interim Advisory Board members](#).)

Accepting applications through September 10, 2022 or until positions are filled.

CHALLENGE VOLUNTEER POSITIONS AT A GLANCE

Commitment	COACH	COMMUNITY MEMBER	AMBASSADOR	CHALLENGE SPECIALIST	CHALLENGE COORDINATOR
Number of Positions Open	20	20	20	10	8
Duration	September - December 2022	September - December 2022	September - December 2022	2 weeks or longer during September - December 2022	September - December 2022
Time Commitment	2 to 3 hours per week	None	1 to 2 hours per week	12 hours or longer, variable	4 or more hours per week
Internet/Data Requirements	Moderate	Minimal	Minimal	High	High
Weekly Meetings	Optional	Optional	Optional	Optional	Required
Open to	Only ICAC21 Challengers	Future community hosts & Green Team Academy members	All	All	All

1. CHALLENGE COACH

Only open to registered ICAC21 challengers: This is a good fit for challengers with two to three hours per week of additional availability who want a leadership opportunity. Coaches provide vital encouragement, accountability, and a personal touch for a group of three to five challenger teams.

Position Name	CHALLENGE COACH
Number of Positions Open	20
Duration	August - December 2022
Time Commitment	2 to 3 hours per week
Internet/Data Requirements	Moderate: Access portal and email at least twice weekly Optional: Attend weekly volunteer or challenger meetings on Zoom
Eligibility	Only open to registered ICAC21 Challengers

Benefits

- Be an integral part of the success of the 2021 International Climate Action Challenge making a positive impact worldwide.
- Get to know a group of challengers from around the world and help them meet their goals.
- Develop coaching skills that can be applied in other areas of your life.
- Develop your leadership skills by working with your pod of three to five teams.
- Experience the challenge process so you can be prepared to participate in or host a challenge in the future.

Duties

The duties of Challenge Coaches include all of the following:

- Complete monthly coach training by video or Zoom.
- Interact in the ICAC22 Challenge Portal at least twice weekly.
- Send a chat message to each of your assigned team leaders weekly requesting a status update.
- Relay technical issues and questions from challengers to Challenge Coordinators.
- In November, recommend teams for awards and features.
- Share updates about the challenge on social media.
- Promote our events to your network on social media.
- Recommend top teams.
- Adhere to the Community Communications Guidelines.

Optional

Challenge Coaches may also:

- Attend weekly Challenge Coordination meetings.
- Also apply for specialist or coordinator positions.

2. COMMUNITY MEMBER

This position is a good fit for those who may want to host a challenge in the future or for Green Team Academy paid members. There are no specific responsibilities for Community Members. They are part of the challenger portal and challenge community. They are welcome to provide encouragement to challengers and promote the challenge to their network.

Position Name	COMMUNITY MEMBER
Number of Positions Open	20
Duration	Determined by Community Member (open September - December 2022)
Time Commitment	None
Internet/Data Requirements	Minimal
Eligibility	For paid Green Team Academy members By pre-approval only for potential hosts or teams for future challenges

Benefits

- Experience the challenge process firsthand so you can be prepared to participate in or host a challenge in the future.
- Get access to the Green Team Cafe: ICAC22 Challenge Group and ICAC22 Video Course.
- Get access to the ICAC22 WhatsApp group.
- Be part of an impactful movement that is tackling important environmental and climate justice issues.
- Meet and encourage eco-enthusiasts from around the world to help launch their initiatives.
- Learn tips and strategies from teams working on a variety of projects.

Duties

The duties of Community Members are minimal:

- Visit the Green Team Cafe and/or WhatsApp Group, whenever desired.
- Adhere to the Community Communications Guidelines.

Optional

Community Members may also:

- Like and comment on posts in the groups.
- Promote challenge events to your network.
- Receive weekly challenger emails.

3. AMBASSADOR

This position is a good fit for those with one to two hours per week availability. Ambassadors aren't on individual challenger teams but are part of the challenger portal and challenge community. They provide encouragement to challengers and promote the challenge to their network.

Position Name	AMBASSADORS
Number of Positions Open	20
Duration	August - December 2022
Time Commitment	1 to 2 hours per week
Internet/Data Requirements	Minimal: Weekly portal access and email
Eligibility	Open to anyone

Benefits

- Be part of an impactful movement that is tackling important environmental and climate justice issues.
- Meet and encourage eco-enthusiasts from around the world to help launch their initiatives.
- Learn tips and strategies from teams working on a variety of projects.
- Experience the challenge process so you can be prepared to participate in or host a challenge in the future.

Duties

The duties of Challenge Ambassadors include all of the following:

- Visit the ICAC22 Challenge Portal at least weekly.
- Read and comment on challenger photos and updates at least once a week.
- Relay technical issues and questions to Challenge Coordinators.
- Share updates about the challenge on social media.
- Promote our events to your network on social media.
- Adhere to the Community Communications Guidelines.

Optional

Challenge Ambassadors may also:

- Request to join a 2022 challenger team.
- Apply for specialist or coordinator positions later in the challenge.

4. CHALLENGE SPECIALIST

This position is a good fit for those with 12 hours or more to volunteer on specific tasks. Challenge Specialists tackle a defined scope of work that may last weeks or months. Challenge Specialists lend their talents to help make the challenge a success.

Position Name	CHALLENGE SPECIALIST
Number of Positions Open	10
Duration	2 weeks or longer during August - December 2022
Time Commitment	12 hours or longer, variable
Internet/Data Requirements	High: Specialist positions require a high level of internet access. Optional: Attend weekly volunteer or challenger meetings on Zoom
Eligibility	Open to the public and registered ICAC22 Challengers

Benefits

- Use your skills to increase the impact of the 2022 International Climate Action Challenge.
- Choose a scope of work that fits your talent, time, and schedule.
- Be part of an international team dedicated to tackling climate justice and pressing social issues.
- Experience the challenge process so you can be prepared to participate in or host a challenge in the future.

Specialists Examples:

- **Graphics Designer:** Create graphics in Canva or other design programs.
- **Social Media Manager:** Plan, create, and schedule social media posts.
- **Marketing Assistant:** Help us develop and execute a marketing plan for the challenge and Impact Summit.
- **Website Developer:** Help build webpages and integrations with other platforms.
- **Interviewer:** Interview featured challengers.
- **Video Editor:** Help edit and create captions for videos.
- **Partner Outreach:** Contact organizations about sponsorship and promoting partnerships.
- **Public Relations:** Write press releases and contact media outlets.
- **Finance Assistant:** Tracks budget, creates financial reports, and identifies/writes grants

Duties

The duties of Challenge Specialists include all of the following:

- Complete the scope of work mutually determined in your interview.
- Share updates about the challenge on social media.
- Promote our events to your network on social media.
- Adhere to the Community Communications Guidelines.

Optional

Challenge Specialists may also:

- Request to join a 2022 challenger team or apply for other positions.

5. CHALLENGE COORDINATOR

This position is a good fit for those with availability of 4 hours or more per week who want a significant leadership role. Challenge Coordinators meet weekly to discuss and prioritize tasks to ensure smooth operation of the challenge. Coordinators pitch in to complete a variety of tasks.

Position Name	CHALLENGE COORDINATOR
Number of Positions Open	8
Duration	August - December 2022
Time Commitment	4 or more hours per week
Internet/Data Requirements	High: Coordinator positions require a high level of internet access and reliability. Coordinators attend weekly meetings on Zoom
Eligibility	Open to the public and registered ICAC22 Challengers

Benefits

- Get experience in a leadership role with an international reputation.
- Be part of the leadership team and work closely with coordinators from around the world.
- Lend your time and energy to a grassroots movement that is transforming communities internationally.

Duties

The duties of Challenge Coordinators include all of the following:

- Meet weekly with the Challenge Facilitator individually or with other Coordinators.
- Interact in the portal twice weekly.
- Relay technical issues and questions to and from Coaches and Challengers.
- Tackle a wide variety of tasks including administrative, marketing, and all aspects of running the challenge and promoting the Impact Summit.
- Share updates about the challenge on social media.
- Promote our events to your network on social media.
- Adhere to the Community Communications Guidelines.

Optional

Challenge Coordinators may also:

- Request to join a 2022 challenger team, with approval of the Challenge Facilitator.

COMMUNITY COMMUNICATIONS GUIDELINES

The group is for connecting, celebrating, and collaborating. Spamming, negativity, and harassment are prohibited.

- Communications must be curious, respectful, and encouraging.
- When sharing links, add 1-2 sentences about what each link leads to. Help others know if the link is relevant and not spam.
- When sharing photos, add 1-2 sentences about what's happening in the photo.
- Share the space by not dominating the airwaves, that is, consider how much you're posting compared to others. If it's a lot more, scale back and instead read and comment on others' posts.
- Avoid giving advice unless someone specifically asks for it.
- Avoid using the words "should", "have to", "must". Try "could" or "might consider" instead.
- Be mindful that most participants speak many languages, with English being just one of them.
- Keep your communications concise and conversational, rather than scholarly or preachy..
- Don't share photos or messages in the portal publicly without prior permission of the author. A better strategy is to repost their social media posts.
- It's ok to ask for support for your ideas or projects, but messaging privately for money is not allowed.
- Avoid negativity, arguments, or gossip.
- Affirm and ask for details of how someone was able to make progress. "Wow, that's great! How did you get so many people to attend?" "How did you get so many local businesses to sponsor your project?"
- Lead with the idea that the other person is the expert on their own community. We are not the experts on others' communities.

Participating in the Green Team Cafe group or WhatsApp group is a privilege. Those who break the rules may be ejected for any reason without notice.

ADDITIONAL OPPORTUNITIES

In addition to our ICAC22 Challenge Volunteer opportunities, we offer many other ways to participate!

- **[Sponsor](#)**: Help fund our work, get recognition, and connect authentically with our global community of eco-enthusiasts by sponsoring the 2022 International Climate Action Challenge and Impact Summit, and other events.
- **[Promoting Partner](#)**: Apply to become a Promoting Partner and spread the word about the 2022 challenge with your network.
- **[Donate](#)**: Contribute any amount to support our work and we'll plant a tree in your honor.
- **Corporate Gift Matching**: Does your company offer gift matching? Ask your benefits manager if you can double your gift to Green Team Academy.
- **[Interim Advisory Board](#)**: Apply to become part of our leadership board.