



Engagement. Voice. Success.



POSITION DESCRIPTION FOR AMERICORPS PROMISE FELLOW

Title: *AmeriCorps Promise Fellow*
Placement Site: Minnesota Alliance With Youth
2233 University Ave. West, Suite 235
St. Paul, MN 55114
Contact: Stephanie Paumen, recruitment@mnyouth.net

Organization & Position Overview

The mission of Minnesota Alliance With Youth (the Alliance) is to ignite the spark in all young people in Minnesota to become actively engaged, develop strong voices, and acquire the skills needed for success in school, work, and life. In order to ensure all youth achieve success in school, work, and life, we focus on four strategies: 1) strengthening youth success in school and learning, 2) increasing youth contribution through service & leadership opportunities, 3) developing and magnifying youth voice, and 4) promoting collaboration and innovation. As a leading affiliate of America's Promise Alliance, we actively participate in the Grad Nation movement, a national effort to end the high school dropout crisis and prepare young people for college and the 21st century workforce. We believe AmeriCorps members can be part of Minnesota's long-term strategy to address our graduation crisis by providing evidenced-based supports to youth in grades 6-10.

AmeriCorps Promise Fellows focus their service on working with youth who are at risk of dropping out of school. Fellows serve youth in *both* school and community-based settings. Fellows provide researched-based interventions that focus on promoting and improving attendance, behavior, and school success.

AmeriCorps Promise Fellows:

- Increase the number of significant caring adult relationships experienced by the youth participants
- Implement high quality in/out of school time activities to support academic enrichment, study skills practice, career exploration, etc.
- Actively engage youth in meaningful service-learning or civic engagement activities

Using a Response To Intervention (RTI) approach, each AmeriCorps member, called Promise Fellows, works with at least 30 youth to provide integrated student support interventions. Based on data from schools, AmeriCorps Promise Fellows work with a site supervisor and a youth success team comprised of school personnel, and other community partners to analyze data, make referrals and identify youth who need support using Early Warning Indicators (less than 80% attendance, behavior referrals, or poor course performance). AmeriCorps Promise Fellows ensure students receive a variety of interventions utilizing caring adults, academic support, and service-learning to deliver them in both in school and out of school settings. Interventions focus on creating supports to help youth improve attendance, behavior, and core academic skills. The Alliance supports deep and sustainable local partnerships that increase the number of people, organizations, and resources dedicated to ensuring graduation success for all youth.

Essential Function:

- Coordinate and deliver after-school academic enrichment activities with the goal that at least 30 youth (approx. 6th – 10th graders) will experience academic gains.
- Recruit and/or support community volunteers, including family members, to work with youth participants in areas such as mentoring, tutoring, civic engagement, and college/career exploration.
- Participate in all Alliance and AmeriCorps required meetings and assignments.
- Develop and organize projects that engage youth participants in at least 20 hours of civic engagement activities during the year as an additional strategy to improve academic success. Lead civic engagement activities with youth, including reflection components.

- Organize field trips and other special events to make learning and being at school more engaging and relevant to youth who are disengaged and at risk of dropping out.
- Coordinate a lunchtime or afterschool mentoring program that connects caring adults with youth.

Marginal Functions:

- Support teachers and other school and community members to finalize the best local dropout prevention strategies, including how community volunteers will help address the needs of the targeted youth.
- Assist supervisor and site coordinator to keep program records and evaluate program outcomes, making changes as needed based on evaluation data.

Requirements

- *Must be 18 years old**
- *U.S. Citizen or U.S. National or have status as a Lawful Permanent Resident Alien*
- *Please note that final candidates will be required to successfully pass a background check before being officially enrolled by the Minnesota Alliance With Youth.*

Qualifications

- Interest in youth, service, education, and non-profit work
- Strong written and oral communication skills
- Able to deal effectively with ambiguity of tasks and able to take the initiative
- Self-motivated, able to work independently without daily supervision—strong organizational skills a must
- Able to present oneself in a highly professional manner and be an ambassador of the program
- Promise Fellows may NOT be in school full-time and serve at the same time

Desirable Characteristics

- Associates or Bachelor of Arts Degree in community or youth development, education, or related field
- Volunteer experience and desire to develop a strong ethic of service
- Experience working collaboratively with youth and adults
- Commitment to positive youth development
- Has initiative to see and follow through with “next steps” to be taken

Typical Work Environment)

- Able to work at a computer for up to 8 hours per day
- Able to work in environment that is noisy with many young people and adults demanding attention
- Able to work independently without much direction as well as on teams
- Work setting may include working in a cubicle and/or sharing office and computer with other members/staff

Benefits

As a full-time AmeriCorps member, Promise Fellows serve 1725 hours from August 15, 2012 to August 14, 2013 and receive: Modest Living Allowance (appx. \$450 every two weeks pre-tax); Health Insurance; Qualified Student Loan Deferment; \$5,550 Education Award upon successful completion of service; Ongoing, extensive support and training

To apply, please visit www.mnyouth.net for a complete application.

Please note:

- *We are committed to recruiting and engaging individuals without regard to disability, gender, race, religion, or sexual orientation.*
- *Reasonable accommodations provided upon request.*
- *This document is available in alternative formats.*