## MTCC AmeriCorps College Coach
### Blackfeet Community College
### Position Description

<table>
<thead>
<tr>
<th>Host Site Name:</th>
<th>Blackfeet Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Position Type:</strong></td>
<td>☒ AmeriCorps College Coach (full-time)</td>
</tr>
<tr>
<td><strong>Sponsoring Organization:</strong></td>
<td>University of Montana – Montana Campus Compact</td>
</tr>
<tr>
<td><strong>AmeriCorps Manager:</strong></td>
<td>Dannette Fadness</td>
</tr>
<tr>
<td><strong>Project Period:</strong></td>
<td>September 1, 2022-August 31, 2023</td>
</tr>
</tbody>
</table>

### AmeriCorps Position Objectives and Member Activities

**Primary Goal:** Serve with the Student Success Program to increase BCC student academic success and retention

**Secondary Goal:** Provide BCC students and other community members opportunities to volunteer on Martin Luther King Jr. Day, Global Youth Service Day, and other opportunities as they present.

**Tertiary Goal:** Serve as a mentor to BCC students as they work towards their goals.

**Objective 1:** The AmeriCorps member will orient themselves to AmeriCorps service, the service site, and project goals.

**Member Activity:** The AmeriCorps Team Leader will participate in Pre-Service Orientation (PSO) upon beginning service.

**Member Activity:** The AmeriCorps Team Leader will ensure they receive and participate in an On-Site Orientation Training (OSOT) upon arrival at the host site and communicate any project questions to the host site supervisor and/or the Montana Campus Compact AmeriCorps Manager.

**Member Activity:** The AmeriCorps Team Leader will review their AmeriCorps Assignment Description (AAD) and become comfortable with the goals, objectives, and activities it contains.

**Objective 2:** Determine the role of the campus/community partner in the AmeriCorps project.

**Member Activity:** The AmeriCorps Team Leader will meet with the campus/community partner to discuss collaborative opportunities and potential.

**Member Activity:** The AmeriCorps Team Leader will maintain regular communication with the campus/community partner.
| **Objective 3:** Engage daily as a member of the Student Success Team | **Member Activity:** The AmeriCorps Team Leader will meet regularly with the members of the Student Success Team to strategize and implement student engagement initiatives.  
**Member Activity:** The AmeriCorps Team Leader will maintain contact with designated students to monitor academic progress.  
**Member Activity:** Assist in the implementation of Student Success activities and initiatives. |
|---|---|
| **Objective 4:** Connect with students and facilitate relationship building activities outside the classroom | **Member Activity:** The AmeriCorps Team Leader will work closely with Student organizations to help them meet their mission and goals.  
**Member Activity:** The AmeriCorps Team Leader will participate in cultural activities on campus. |
| **Objective 5:** Academic Mentoring - Additional activities to enhance student academic success | **Member Activity:** The AmeriCorps Team Leader will communicate to BCC students their availability for academic mentorship on campus or online throughout each semester.  
**Member Activity:** The AmeriCorps Team Leader will communicate with instructors so that they may better serve the students with specific academic tasks. |
| **Objective 6:** Service Projects and Events | **Member Activity:** The AmeriCorps Team Leader will recruit BCC students to participate in service at Fast Blackfeet Food Pantry.  
**Member Activity:** The AmeriCorps Team Leader will recruit BCC students to participate in service project opportunities and events within the Blackfeet community as they arise. |
| **Objective:** Citizenship Development | **Member Activity:** The AmeriCorps Team Leader will participate in citizenship development that fosters commitment to service. The AmeriCorps Leader affiliated with this project will participate in MTCC and other AmeriCorps trainings and meetings, participate in education opportunities. They will engage in reflective journaling.  
**Member Activity:** The AmeriCorps Team Leader will develop an actionable plan and timeline for the service project. |
| Objective: Contribute to the preparation and planning of a local Martin Luther King Jr. Read for Peace event. | **Member Activity:** The AmeriCorps Team Leader will remain attentive to communications from MTCC regarding the planning, preparation, and timeline of Read for Peace events.  
**Member Activity:** The AmeriCorps Team Leader will communicate with local educators to schedule classroom reading events.  
**Member Activity:** The AmeriCorps Team Leader will recruit local volunteers from schools, colleges, and the community to participate in classroom readings. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective: Complete one or more MLK Read for Peace classroom visits during January.</td>
<td><strong>Member Activity:</strong> The AmeriCorps Team Leader will visit an elementary classroom at a pre-scheduled time to deliver a reading and reflection activity about the life and legacy of Dr. Martin Luther King Jr.</td>
</tr>
</tbody>
</table>
| Objective: Organize a volunteer event for youth during the month of April to observe Global Youth Service Day. | **Member Activity:** The AmeriCorps Team Leader will communicate with stakeholders and local organizations to identify potential service projects and make a project selection.  
**Member Activity:** The AmeriCorps Team Leader will develop an actionable plan and timeline for the service project.  
**Member Activity:** The AmeriCorps Team Leader will recruit BCC Students to volunteer in the project and ensure that participants have a positive experience performing the project. |
| Objective: Engage High School Students in College Attainment | **Member Activity:** The AmeriCorps Team Leader will actively engage in BCC outreach to high school students through events on campus such as FAFSA nights, campus visits, and other college attainment activities. |

**Paragraph Summary of Position:** The AmeriCorps Leader will be placed within the BCC Student Success Program. The duties of the position include providing direction and support for students so they may connect to campus, discuss their academic, personal, and professional and career exploration goals, and help them design their path to success. The AmeriCorps Leader will focus on providing academic mentoring and assist with addressing barriers students may face. They will also assist in the Student Success Center to encourage students to take advantage of the resources available, including academic mentorship. There are also opportunities to promote student engagement by participating in various cultural activities at the College. In addition, the AmeriCorps Leader will monitor class attendance and
student performance to identify students who may need the services provided by Student Success Center as early as possible, with the goal of getting students back on track to meet their educational goals. The Student Success Center combines academic support and advising services with retention efforts therefore experience with these tasks would be ideal.

**Paragraph Summary of Host Site:** Blackfeet Community College (BCC) is located in Browning, Montana, on the Blackfeet Indian Reservation and is adjacent to Glacier National Park. BCC was chartered by the Blackfeet Tribe in 1974 and the campus property encompasses a 725 acres main campus with 17 centralized buildings. In 1994, BCC was one of the Tribal Colleges and Universities (TCU) designated as a land grant Institution through the Equity in Educational Land Grant Status Act. It is the vision of Blackfeet Community College to strengthen and enrich our community through quality education integrating Nii-tsi-ta-pi world of knowledge." It is our mission to provide the Blackfeet Nation and our "universal community" access to quality educational programs that prepare students for achievement in higher education, meaningful employment, basic skills instruction, and community education, while integrating the Blackfeet culture and language. BCC is a fully accredited two-year institution through the Northwest Commission on Colleges and Universities (NWCCU) and is a member of the American Indian Higher Education Consortium (AIHEC).

**Position Qualifications & Benefits**

**Required Qualifications:**
- Some college experience,
- Excellent oral and written communication skills
- Possession of documentation of U.S. citizenship or status as a U.S. National or a lawful permanent resident alien of the United States
- Willingness to submit to a comprehensive criminal history check, including an FBI fingerprint check

**Preferred Qualifications:**
- Associate’s or Bachelor’s degree
- Prior experience working or serving with youth and volunteers
- Experience working in an educational setting

**Benefits:**
- A biweekly living allowance based on $16,502/year (pre-tax);
- AmeriCorps Member health insurance;
- Income-eligible childcare assistance;
- Member Assistance Mental Health and Selfcare support;
- Ongoing professional development and networking opportunities;
- Participation in a statewide project dedicated to building the future of Montana’s youth;
- Education Award of $6,495 to pay for college, graduate school, or to pay back qualified student loans (pending completion of a minimum 1,700 hours of service over a 12-month period);
- Forbearance on qualified student loans.