



MTCC AmeriCorps Leader Position Description

Host Site Name: Dawson Community College Host Site Supervisor Name: Kerry Hooks Position Type: <input checked="" type="checkbox"/> AmeriCorps Leader <input type="checkbox"/> AmeriCorps Team Member
Sponsoring Organization: University of Montana – Montana Campus Compact AmeriCorps Manager: Dannette Fadness fadness@mtcompact.org 406-243-5181 Project Period: September 1, 2022-August 31, 2023

AmeriCorps Position Objectives and Member Activities	
<p>Primary Goal: Provide at least 15 hours of college positive mentorship to 30 high school juniors and seniors.</p> <p>Secondary Goal: Provide K-12 students, college students, and other community members opportunities to volunteer on Martin Luther King Jr. Day and Global Youth Service Day.</p> <p>Tertiary Goal: N/A</p>	
<p>Objective: The AmeriCorps member will orient themselves to AmeriCorps service, the service site, and project goals.</p>	<p>Member Activity: The member will participate in Pre-Service Orientation (PSO) upon beginning service.</p> <p>Member Activity: The member 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.</p> <p>Member Activity: The member will review their AmeriCorps Assignment Description (AAD) and become comfortable with the goals, objectives, and activities it contains.</p>
<p>Objective: Determine the role of the campus/community partner in the AmeriCorps project.</p>	<p>Member Activity: The member will meet with the campus/community partner to discuss collaborative opportunities and potential.</p> <p>Member Activity: The member will maintain regular communication with the campus/community partner.</p>
<p>Objective: Provide college positive mentorship and career support to high school</p>	<p>Member Activity: Provide individualized academic mentorship to high school juniors and seniors in local schools and educational nonprofits including discussing financial aid, academic advising, internships, etc.</p>

<p>students and their families.</p>	<p>Member Activity: Create a curriculum to provide holistic education to students on the topics of high school graduation, the college experience, and career readiness, including topics such as academic course planning and resume building.</p> <p>Member Activity: Engage students in small group (10-15) intensive coaching utilizing the MTCC High School Coaching curriculum.</p> <p>Member Activity: Host regular workshops and events for students to discuss topics relevant to college preparation (e.g. College Application Week, scholarship applications, College Goal Sunday, financial aid resources, etc.).</p> <p>Member Activity: Organize at least one college visit for at least 30 participating students.</p>
<p>Objective: Increase the reach and impact of the AmeriCorps project by engaging college student volunteers.</p>	<p>Member Activity: Recruit, support, and retain a team of at least 10 college student AmeriCorps members to support the Dawson Promise Program as College Positive Volunteers (CPVs), who will assist in delivering activities to students.</p>
<p>Objective: Contribute to developing new resources to make Dawson Community College more sustainable and supportive of students.</p>	<p>Member Activity: Support Dawson Community College in providing resources for students by helping to develop a food pantry.</p> <p>Member Activity: Help to make the college community more sustainable by support recycling efforts, including a move-in/move-out donation system.</p>
<p>Objective: Contribute to the preparation and planning of a local Martin Luther King Jr. Read for Peace event.</p>	<p>Member Activity: Be attentive to communications from MTCC regarding the planning, preparation, and timeline of Read for Peace events. Member Activity: Communicate with local educators to schedule classroom reading events. Member Activity: Recruit local volunteers from schools, colleges, and the community to participate in classroom readings.</p>
<p>Objective: Complete one or more MLK Read for Peace classroom visits during January.</p>	<p>Member Activity: 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.</p>

<p>Objective: Organize a volunteer event for youth during the month of April to observe Global Youth Service Day.</p>	<p>Member Activity: Communicate with stakeholders and local organizations to identify potential service projects and make a project selection.</p> <p>Member Activity: Develop an actionable plan and timeline for the service project.</p> <p>Member Activity: Recruit youth to volunteer in the project and ensure that participants have a positive experience performing the project.</p>
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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 \$16,500/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.