



MTCC AmeriCorps Leader Position Description

<p>Host Site Name: International Rescue Committee (IRC) Host Site Supervisor Name: Sarah Howerton Position Type: <input checked="" type="checkbox"/> AmeriCorps Leader <input type="checkbox"/> AmeriCorps Team Member</p>
<p>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</p>

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. 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. Tertiary Goal: Set an early stage for increased academic success and college preparation for refugee youth.</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:</p>	<p>Member Activity: Connect with refugee students, focusing on high school juniors and seniors, at Soft Landing’s afterschool</p>

<p>Provide college positive mentorship and career support to refugee youth.</p>	<p>sessions. Provide these students with academic support and college and career planning help.</p> <p>Member Activity: Complete one career exploration activity with each refugee junior and senior in conjunction with Missoula County Public Schools.</p>
<p>Objective: Prepare refugee youth for college by ensuring they are enrolled in school in a timely fashion.</p>	<p>Member Activity: Coordinate with school administrators and refugee families to schedule school enrollment meetings.</p> <p>Member Activity: Work with refugee families to ensure that a student’s immunizations are completed and sent to the school district in a timely manner.</p> <p>Member Activity: Attend all school enrollment meetings and school tours with families.</p>
<p>Objective: Prepare both refugee families and Montana school systems for the success of refugee students.</p>	<p>Member Activity: Work with IRC interpreters to translate school-related information into client languages.</p> <p>Member Activity: Meet with families to orient them to the school system in the United States.</p> <p>Member Activity: Provide training to University of Montana staff, Missoula County Public Schools staff, and private school staff who work with refugee youth.</p>
<p>Objective: Set the stage for early academic success by assisting families in completing all childcare, after-school, and early education facility applications, as well as any applicable scholarship applications.</p>	<p>Member Activity: Schedule meetings with families and IRC interpreters to complete applications for childcare, early education, and afterschool programs for young children.</p> <p>Member Activity: Work with Child Care Resources to ensure the families complete and understand state childcare scholarship applications.</p> <p>Member Activity: Help families to create plans that ensure they can get to/from childcare facilities by bus.</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>

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.