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School Readiness AmeriCorps Member

Description

AmeriCorps Program: **Project RISE** (Refugee and Immigrant Success through Education) is a collaborative AmeriCorps effort of New American Pathways that focuses on educational services to address the significant literacy gap in the DeKalb County refugee community, among both youth and their parents. In RISE, 17 full-time AmeriCorps members serving an 11-month service cycle will leverage an additional 200 community volunteers to support refugee and immigrant self-sufficiency by offering individualized direct service through education in core programs, including afterschool and summer academic programming, operating in multiple DeKalb County sites.

Seventeen full-time members will serve at the New American Pathways site. All member activities include a focus on education and literacy, with most site members serving half of their time in out-of-school tutoring and mentoring programs and half of their time delivering core program services in specific departments at their assigned locations. All full-time members will complete a minimum of 1700 hours from September 2021 to July 2022.

Please read the [Project RISE Information Packet](#) carefully before completing the application. Submit your completed application; a cover letter that details your interest in the program, an updated resume. Please include two additional positions you are interested in as part of your cover letter. Incomplete applications will not be considered.

Industry

Education and Youth

Employment Type

Full Time

Beginning of employment

September 1, 2021

Working Hours

40 hours a week

Service Summary: School Readiness Member

The School Readiness Member serves with the Resettlement, Resources and Navigation Department to provide educational support services to refugee families. The member will develop workshop presentations to promote parental engagement and educate the school system about refugee students and the needs of refugee families. The member will communicate time-sensitive, youth program related issues between staff members and parents. Additionally, the member will connect refugee families to community services and resources. The member will have recurring access to vulnerable populations.

Responsibilities

- Facilitate newly arrived student registration process through International Welcome Center.
- Coordinate with staff school liaisons to coordinate registration at schools after the students are processed through the International Welcome Center.
- Help to prepare and participate in presentations to school personnel that orient them to a deeper understanding of the special needs of refugee parents and children.
- Schedule and coordinate workshops for families on school-related topics.
- Track and report on parent participation in workshops and orientations,

including tracking the change in knowledge of the content through pre-/post-tests.

- Refer and assist families with free and reduced school lunch application process.
- Coordinate and conduct referrals to a local children's clothing program, THREADS.
- Members will occasionally provide transportation to clients. *Must have a valid Driver's License and a clean driving record.
- Conduct periodic home visits.
- Assist Instructors in classroom supervision, mild student behavior correction, and occasionally leading/co-leading after school lessons/activities for 6th-8th grade students
- Attend trainings, events and meetings for the AmeriCorps Program, occasionally outside of regular service hours.
- Submit monthly reports measuring progress toward Project RISE goals.
- Additionally, Project RISE members will periodically have the opportunity to learn about and serve in different departments within the agency. This will allow for a more extensive understanding of services extended to refugees, as well as enable members to develop a range of skills based in the environs of Volunteer Management, Refugee Education and Self-Sufficiency.

Please Note: Members will be reimbursed for the service related mileage.

Qualifications Required

- Sensitivity to people of all cultures, ethnicities, and religious backgrounds.
- Strong communication and interpersonal skills.
- Organizational/time management skills, ability to prioritize with attention to detail.
- Flexible and able to problem solve.
- Proficient in Microsoft Office Suite.
- Ability to work as a member of a team in a diverse, multicultural environment.
- Must be a U.S. Citizen or Permanent Resident

Preferred

- Bachelor's Degree or higher.
- Familiarity with public school systems, particularly in metro-Atlanta.
- Experience with youth of all ages.

Job Benefits

Schedule: Monday to Friday, 8 hours, approximately 9:30am to 5:30pm

Some service hours during weeknights and weekends required. Schedule may vary slightly dependent on afterschool program schedule.

New American Pathways is an Equal Opportunity Employer. An official offer of the position is dependent on approval of grant funding by the Georgia Commission and the Corporation for National and Community Service. Afterschool schedules are dependent on programmatic funding and are subject to change.