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## Resettlement Education 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.***

### Service Summary: Resettlement Education AmeriCorps Member

The Resettlement Education AmeriCorps Member will serve with New American Pathway's Resettlement, Resources and Navigation Department to provide workshops and one-on-one services to refugee families and individuals. Specific areas of focus include financial literacy, transportation safety, home management, and access to community resources. Additionally, the member will serve as a tutor in New American Pathways-supported afterschool and summer programs. The member will have recurring access to vulnerable populations.

### Responsibilities

- Develop and refine curriculum for adult education sessions as needed.
- Plan and facilitate transportation education sessions, including MARTA public transportation, as well as other modes of transportation as needed.
- Coordinate and deliver workshops on financial literacy and household budgeting.
- Schedule and deliver workshops on home safety and home management.
- Plan and facilitate tenant rights and homeownership workshops.
- In collaboration with Resettlement department, provide Information and Referral service to facilitate client access to community resources.
- Liaise closely with Resettlement department and recruited volunteers (Welcome to America Lunch Volunteers & MARTA Volunteers) to help build capacity and meet clients' needs.

### Industry

Resettlement & Resource  
Navigation

### Employment Type

Full Time

### Beginning of employment

September 1, 2021

### Working Hours

40 hours a week

- Members will occasionally provide transportation to clients. \*Must have a valid Driver's License and a clean driving record.
- Attend trainings, events and meetings for the AmeriCorps occasionally outside of regular service hours.
- Assist Instructors in classroom supervision, mild student behavior correction, and occasionally leading/co-leading after school lessons/activities for K-5th students
- 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**

- Bachelor's Degree or higher.
- 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 be an active member of a team in a diverse, multicultural environment.
- Valid driver's license and access to a reliable vehicle.
- Must be a U.S. Citizen or Permanent Resident

### **Preferred**

- Experience developing and delivering workshops to adult learners, particularly English language learners.

### **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.*