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Community Outreach 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: Community Outreach Member

The Community Outreach AmeriCorps member organizes activities and events to educate the community about refugee issues and raise community awareness about New American Pathways programs. The member will coordinate all aspects of the agency's group volunteer programs, and our alternative break trip program. The member will have recurring access to vulnerable populations.

Responsibilities

- Help coordinate group volunteer efforts that engage the community and individuals in refugee service and empowerment, including efforts such as apartment set-ups.
- Coordinate the Alternative Break Program by onboarding, facilitating and engaging with alternative break groups.
- Identify ongoing group volunteer opportunities and partnerships that serve the needs of the communities that New American Pathways serves; recruit community volunteers to support these needs.
- Raise awareness of New American Pathways and refugees through presentations, events, volunteer orientations and outreach fairs with schools, businesses and faith/community partners.
- Lead weekend service opportunities.
- Serve as support for all volunteer orientations
- Coordinate ongoing donation drives with community partners

Industry

Service and Volunteerism

Employment Type

Full Time

Beginning of employment

September 1, 2021

Working Hours

40 hours a week

- Assist in the coordination of posts on social media outlets.
- Liaise closely with Resettlement department and recruited Apartment Setup Volunteers (Groups and Individuals) to help build capacity and meet clients' needs.
- Provide support for special events activities.
- Share success stories about community engagement events internally and externally.
- Attend trainings, events and meetings for the AmeriCorps Program, 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 6th-8th grade 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.
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Qualifications Required

- Sensitivity to people of all cultures, ethnicities, and religious backgrounds
- Strong communication and interpersonal skills
- Understanding of Mailchimp
- 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

- Bachelor's Degree or higher
- Experience with non-profit development, event coordination and community relations.
- Excellent written communication skills and experience with non-profit communications.
- Excellent public speaking and relationship building skills.

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.