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Community Resource AmeriCorps Member

Description

Schedule: Monday to Friday, 8 hours, approximately 10:30am to 6:30pm Some weekends. Schedule may vary slightly dependent on afterschool program schedule.

AmeriCorps Program: Project RISE (Refugee and Immigrant Success through Education) is an AmeriCorps effort 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 300 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.

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 at their assigned locations and half of their time delivering core program services in specific departments. All full-time members will complete a minimum of 1700 hours from September 2023 to July 2024.

Service Summary: Community Resource AmeriCorps Member

The Community Resource 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 information and referral to community resources and workshops to increase clients' knowledge on topics related to health, financial literacy, and cultural adaptation. 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

- Provide Information and Referral services to assist refugee clients to access community resources
- Assist clients to apply for energy assistance, rental assistance, food assistance, diaper/feminine hygiene items, and library cards
- Coordinate with AmeriCorps Members and other members of the Resettlement and Resource Navigation team to assist clients to access clothing assistance, discounted Internet and phone services, and Georgia IDs
- Coordinate with case management staff to prepare documents for Department of Children and Family benefits including Food Stamps, Medicaid, and child care vouchers
- Assist clients to access other short-term community resources as available, including subsidized housing, COVID tests, and other resource opportunities that may arise

Industry

Resettlement & Resource
Navigation

Employment Type

AmeriCorps Member

Beginning of employment

September 2023

Duration of employment

11 months

- Plan and facilitate monthly group workshops on topics around health, financial literacy, extended cultural orientation, and other topics of interest to clients
- Coordinate workshops over Zoom, arrange interpretation, invite clients, and locate presenters with expertise on the topics
- Liaise closely with Resettlement department and recruited volunteers to help build capacity and meet clients' needs.
- 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

- 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 with DFCS benefits applications, familiarity with community resources in Georgia
- Proficiency in a language predominant in refugee communities (Spanish, Haitian Creole, Dari, Pashto, Arabic, Farsi, Swahili, Kinyarwanda, Ukrainian, French, Tigrinya, Amharic, Burmese, Chin, Rohingya, Urdu)
- Bachelor's Degree or higher

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.