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## Civic Education AmeriCorps Member

### Description

**Schedule:** Monday to Friday, 8 hours, approximately 10:30am to 5:30pm

*Some weekends.*

**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: Civic Education Member

The Civic Education Member will serve with New American Pathway's Civic Engagement Department to provide workshops and one-on-one services to refugee and immigrant youth and adults. Specific areas of focus include civics curriculum and civic education workshops. In addition to expanding our base of partnerships and building on our civic education curriculum, the member will also play a lead role in coordinating and designing elements of our Civic Pathways leadership development program for emerging new American leaders. In conjunction with their civic education-related activities, the member will serve as a tutor in New American Pathways-supported education programs. The member will have recurring access to vulnerable populations.

### Responsibilities

- Plan and facilitate civic education workshops for new Americans.
- Support Civic Connections activities that teach new Americans foundational elements of US government, community engagement, and civic life, along with how to participate in these channels through activities such as attending school board or city council meetings.
- Serve with afterschool and agency partners to implement school education initiatives, including mock elections, use of Capitol page program, and other in-school educational opportunities.
- Serve with key refugee leaders to improve skills and leadership through targeted one-to-one or small group leadership training series.
- Lead recruitment efforts for the Civic Pathways leadership development

### Industry

ALIVE

### Employment Type

AmeriCorps

### Beginning of employment

September 2023

### Duration of employment

11 months

program, coordinate elements of monthly workshops, and build on existing curriculum.

- Attend trainings, events and meetings for 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 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, must have a clean driving record

### **Preferred**

- Bachelor's Degree or higher
- Experience developing and delivering workshops to youth and adult learners, particularly around civic engagement
- Foundational knowledge of US Government and Civics and a personal interest in the subject matter

*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.*