

# Northwest Indian Community Center AmeriCorps Promise Fellow 2018-19

# of Openings 1 Job

Locations US-MN-Bemidji Youth Age Group High School

Term Type Half Term (40 hrs/week) 2018-2019

Site Type Community Organization

Start Date 1/1/2019

## Site Information

*The Northwest Indian Community Development Center has an exciting opportunity within our Anishinaabe Anokiiwin initiative as an AmeriCorps Promise Fellow! Promise Fellows will spend six months serving full time to make a difference in the lives of our adult learners in your community. This is a unique chance to guide others to achieving their educational goals while gaining on the job experience in the classroom!*

### **Northwest Indian Community Development Center Overview**

NWICDC is a leader in providing services with all of the barriers to employment for more than 20 years and is recognized as the only regional culturally-led and driven education, workforce, career development, supportive services and transitional services. The educational programs offered at NWICDC are comprised of on-ramp, bridge, and integrated career pathways methods to meet the diverse needs of the community. NWICDC currently serves as an ABE education consortium partner with American Indian OIC. Under ABE, NWICDC currently offers a wide range of GED instruction for members who are assessed to be at a 3rd grade to a college/post-secondary level. To meet the needs of students at any education level, our model is designed as a one room school house. Every student who enters the ABE program at NWICDC begins with an individualized education plan which is then delivered through a 1:1 instructional method. By employing this method of instruction, staff are better able to address the barriers that students face, build strong relationships with students, and empower students to determine their own success.

### **Northwest Indian Community Development Center Promise Fellow Responsibilities**

The Promise Fellow will use caring adult interventions to conduct check ins with adult students, discuss barriers to attendance, provide informal mentoring, assist with schoolwork and homework, have an in-classroom presence and support and connect students with mentors. The Promise Fellow will use service and service learning interventions to encourage students to develop service learning clubs and projects. The Promise Fellow will incorporate out of the classroom interventions to design

and lead study groups, connecting students to other volunteer tutors. The Promise Fellow will help design further interventions that resonate from students' needs and interests.

## AmeriCorps Information

### General AmeriCorps Promise Fellow Position Responsibilities

- Build and foster strong relationships with their selected students.
- Coordinate and deliver in and out of school time academic enrichment activities with the goal that at least 30 youth in grades 6-12 will experience academic gains.
- Meet regularly with Youth Success Team to review data and identify youth to serve; track student progress; and determine which interventions to connect to individual students or groups of students.
- Develop and organize projects that engage youth participants in service and leadership activities.
- Recruit and/or support community volunteers, including family members, to work with youth participants in areas such as mentoring, tutoring, civic engagement, and college/career exploration.
- Provide attendance and behavior coaching for students targeted for needing assistance as determined through the multi-tiered system of support approach; promise positive behavior expectations.
- Maintain data entry for program records, complete ongoing youth assessments and submit weekly and monthly reports using an online database system with support from site supervisor and site coordinator.
- Participate in all required Alliance, AmeriCorps, and Host Site meetings and assignments.

### General AmeriCorps Eligibility Requirements

- *Must be at least 18 years old*
- *Have a high school diploma or GED*
- *Be a U.S. Citizen or U.S. National or have status as a Lawful Permanent Resident Alien*
- *Please note that final candidates will be required to successfully pass background checks before being officially enrolled by Minnesota Alliance With Youth.*

### General AmeriCorps Promise Fellow Qualifications

- Interest and experience in youth, service, education, and non-profit work
- Strong written and oral communication skills
- Ability to deal effectively with a variety of tasks, priorities, and people in order to meet goals
- Ability to work effectively with people of a variety of backgrounds and cultures
- Self-motivated, able to work in a team, take initiative and work independently
- Ability to present oneself in a highly professional manner and be an ambassador of the program

## Additional Information

### Weekly Schedule

- Monday-Friday 8:00am-5:00pm
- Promise Fellows must serve in a full time capacity for a minimum of 40 hours per week during their term.
- Promise Fellows may NOT be in school full time or have another full time position and serve with the Alliance.

### Benefits

*As a **half-term, full-time** AmeriCorps member, Promise Fellows serve in a full-time (40 hours per week minimum) capacity for a total of 900 hours from January 1<sup>st</sup> to June 15<sup>th</sup> (staggered start dates available beyond Jan 1<sup>st</sup>) and receive: Modest Living Allowance (approximately **\$624** twice per month, pre-tax); Health and Dental Insurance; Qualified Student Loan Forbearance; Qualified Childcare Assistance; **\$2,960** Education Award upon successful completion of service; Ongoing, extensive support and training. Additional benefits information is available at <https://mnyouth.net/>.*

### Please Note:

- We are committed to recruiting and engaging individuals without regard to disability, gender, race, religion, or sexual orientation.
- This position may not displace another employee or position in any way.
- Reasonable accommodations provided upon request for interviews and service activities.

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