



Elementary School Group Leader- AmeriCorps *Position Description*

Description:

AmeriCorps is a national program, similar to the Peace Corps, that places volunteers in areas of need in the United States. A Girls Inc. AmeriCorps Group Leader will be placed at an urban Bay Area elementary school to work with youth on literacy and social development.

Nature of Positions:

A Girls Inc. AmeriCorps Group Leader is professional, creative, flexible, fun, and able to teach a diverse array of concepts from literacy to conflict resolution, and is able to communicate with both children and adults. Above all, this person has the ability to spark curiosity, creativity and confidence in young children.

Super Stars Group Leader: Deliver a dynamic, structured, after-school literacy program for Kindergarten to 2nd grade boys and girls that seeks to build self esteem and achieve grade level reading. Positions are available at two school sites: Parker Elementary and Hoover Elementary in Oakland.

GIRLStart Group Leader: Deliver a dynamic, structured, after-school literacy program for Kindergarten to 3rd grade girls that seeks to build girls' self esteem and achieve grade level reading. Positions are available at four school sites: Lockwood Elementary, Parker Elementary and Think College Now/International Community School Elementary in Oakland and Wilson Elementary in San Leandro.

WOW! Group Leader: Deliver a dynamic, structured, after-school enrichment program that seeks to enable 4th and 5th grade girls to increase their self-confidence, interest in learning, leadership skills, and exposure to sports and fitness. Positions available at three school sites: Lockwood Elementary; Parker Elementary; Think College Now/International and Community School located in Oakland; and Wilson Elementary located in San Leandro.

Primary Responsibilities:

- Plan and deliver small group literacy/self-esteem/enrichment support for 15 students
- Develop creative and engaging projects to enhance learning
- Supervise and support adult and teen volunteers
- Create a safe, respectful, and youth development based learning environment
- Manage participants' behavior using a variety of techniques including but not limited to positive reinforcement, modeling, conflict resolution, and parent involvement
- Participate in quarterly evening/weekend events with participants and their families
- Work as a team member with Program Manager, AmeriCorps Manager, and other staff
- Build one on one relationships with girls and their families and provide referrals as needed
- Work with Program Manager and Manager of Volunteers to recruit, train and supervise volunteers
- Participate in mandatory weekly staff development, consultation, training and team meetings

Qualifications:

- Experience working with youth
- Bilingual Spanish/English highly desirable
- Experience working with diverse families and communities
- Effective verbal and written communication
- High school degree or some college required, BA/BS preferred
- Ability to spark curiosity, creativity, and confidence in youth
- Ability to manage small groups of elementary and middle school age girls in a safe, respectful environment
- Open to learning and growing as a youth worker
- Basic computer skills

Training: Site Coordinators and Program Managers will provide two weeks of general training about Girls Inc. and Super Stars' mission and policies, as well as specific training in curriculum and strategies for working with elementary school age students. Additional training will be provided weekly throughout the year.

Commitment:

40 hours a week; 9:30a.m.-6:00p.m (may vary). Occasional evening events.

Member Benefits: \$1,450 living stipend per month, \$4,725 post-service education award (repays qualified student loans or for future education; taxable amount), medical and partial dental. Housing is not provided. Child care payment and loan forbearance available for those who qualify.

Start Date: August 18, 2008

End Date: August 14, 2009

Fingerprinting and a criminal background check required

Girls Inc. is an Equal Opportunity Employer committed to maintaining a culturally diverse work environment that reflects the make up of the community. People of color are encouraged to apply.