

Rural Alaska Community Action Program, Inc.
RAY AmeriCorps Member
Position Description

POSITION: Resilient Alaska Youth AmeriCorps Member
DEPARTMENT: Community Development Division: AmeriCorps
SUMMARY: Commit to 11 months of community service as an AmeriCorps Member enhancing culture, education, and wellness opportunities for youth.

DUTIES & RESPONSIBILITIES:

1. Model the AmeriCorps ethic of community and responsibility by showing a commitment to improving the lives of others, and an interest in learning new skills.
2. Serve on a full-time basis (40 hours/week). Serve in coordination with a Senior AmeriCorps Member (if placed in your community).
3. Perform duties in cooperation with Host Organization staff to build youth resiliency through planned safe and healthy activities for 10-18 year old youth.
 - a. Solicit input from community members regarding local concerns
 - b. Create safe & healthy opportunities for youth
 - c. Create and implement lesson plans in school, out of school, and in afterschool sessions
 - d. Develop cultural activities that are alcohol, drug and tobacco free.
 - e. Consult with community members about the importance of health & wellness
 - f. Recruit local volunteers to help with activities and events
 - g. Collaborate with community groups and stakeholders to improve youth services in your community.
4. Maintain open communication with site supervisor, as well as community councils, and other local and regional organizations.
5. Participate in 2 RurAL CAP training events; participate in weekly Teleconferences with peers and Program Coordinator.
6. Provide information and submit reports as required by the program.
 1. Semi-monthly timesheets
 2. Monthly reports
 3. Youth activity and attendance information
 4. Youth Surveys (3)
 5. Other reports as required

7. Become familiar with the AmeriCorps Program Handbook and Project Venture guide. Host the RurAL CAP AmeriCorps Program Coordinator for a site visit.

CONDITIONS:

1. Must be in good general health and free from communicable illness and disease and serious physical and mental health problems including, but not limited to, abuse of other people, and excessive use of alcohol and/or other drugs.
2. Must be able to travel to and from rural Alaska in airplanes and travel by other forms of ground and water transportation.

QUALIFICATIONS:

REQUIRED:

1. Commitment to community service and an ability to learn and apply new skills.
2. Minimum age of 18 years.
3. Willingness to work as a team member.
4. Excellent communication both verbal and written.
5. Knowledgeable and sensitive to cultural and ethnic diversity.
6. Self-motivated and able to perform duties without direct supervision.

PREFERRED:

1. High School diploma or GED.
2. Experience working with health & wellness issues.
3. Experience in facilitating training and organizing community events.
4. Excellent relationships & contacts with community leaders and council members.
5. Knowledge of regional resources and services related to health and wellness.

WORK SITE: Host organization in community

SUPERVISOR: The RurAL CAP supervisor is the RurAL CAP AmeriCorps Program Coordinator in conjunction with a local on-site supervisor who is designated by Host Organization.

TERM: 11 month term of AmeriCorps service

AMERICORPS BENEFITS:

AmeriCorps members are not employees. As participants of a national service program, RurAL CAP AmeriCorps members receive a *taxable* monthly living allowance of \$1,650 paid in a semi-monthly stipend of \$825. AmeriCorps members may be eligible for health insurance and child care benefits. Members who complete a full 11 months of service will also receive a **\$6,345.00** education award.

Rural Alaska Community Action Program, Inc.
Senior RAY AmeriCorps Member
Position Description

POSITION: Resilient Alaska Youth AmeriCorps Member
DEPARTMENT: Community Development Division: AmeriCorps
SUMMARY: Commit to 11 months of community service as an AmeriCorps Member enhancing culture, education, and wellness opportunities for youth.

DUTIES & RESPONSIBILITIES:

1. Model the AmeriCorps ethic of community and responsibility by showing a commitment to improving the lives of others, and an interest in learning new skills.
2. Serve on a full-time basis (40 hours/week). Onboard, train and support the RAY AmeriCorps Member in your community.
3. Perform duties in cooperation with Host Organization staff to build youth resiliency through planned safe and healthy activities for 10-18 year old youth.
 - a. Solicit input from community members regarding local concerns
 - b. Create safe & healthy opportunities for youth
 - c. Create and implement lesson plans in school, out of school, and in afterschool sessions
 - d. Develop cultural activities that are alcohol, drug and tobacco free.
 - e. Consult with community members about the importance of health & wellness
 - f. Recruit local volunteers to help with activities and events
 - g. Collaborate with community groups and stakeholders to improve youth services in your community.
4. Maintain open communication with site supervisor, RAY AmeriCorps Member, as well as community councils, and other local and regional organizations.
5. Participate in 2 RurAL CAP training events; participate in weekly Teleconferences with peers and Program Coordinator.
6. Provide information and submit reports as required by the program, and ensure timely submission of reports by the RAY AmeriCorps Member.
 1. Semi-monthly timesheets
 2. Monthly reports
 3. Youth activity and attendance information
 4. Youth Surveys (3)
 5. Other reports as required

7. Become familiar with the AmeriCorps Program Handbook and Project Venture guide. Host the RurAL CAP AmeriCorps Program Coordinator for a site visit.

CONDITIONS:

1. Must be in good general health and free from communicable illness and disease and serious physical and mental health problems including, but not limited to, abuse of other people, and excessive use of alcohol and/or other drugs.
2. Must be able to travel to and from rural Alaska in airplanes and travel by other forms of ground and water transportation.

QUALIFICATIONS:

REQUIRED:

1. Commitment to community service and an ability to learn and apply new skills.
2. Minimum age of 18 years.
3. Willingness to work as a team member.
4. Excellent communication both verbal and written.
5. Knowledgeable and sensitive to cultural and ethnic diversity.
6. Self-motivated and able to perform duties without direct supervision.
7. A previous year of experience in the RAY program and an ability to teach others.

PREFERRED:

1. High School diploma or GED.
2. Experience working with health & wellness issues.
3. Experience in facilitating training and organizing community events.
4. Excellent relationships & contacts with community leaders and council members.
5. Knowledge of regional resources and services related to health and wellness.

WORK SITE: Host organization in community

SUPERVISOR: The RurAL CAP supervisor is the RurAL CAP AmeriCorps Program Coordinator in conjunction with a local on-site supervisor who is designated by Host Organization.

TERM: 11 month term of AmeriCorps service

AMERICORPS BENEFITS:

AmeriCorps members are not employees. As participants of a national service program, RurAL CAP AmeriCorps members receive a *taxable* monthly living allowance of \$1,925 paid in a semi-monthly stipend of \$962.50. AmeriCorps members may be eligible for health insurance and child care benefits. Members who complete a full 11 months of service will also receive a **\$6,345.00** education award.