

Youth Corps Leader/AmeriCorps Member San Jose Conservation Corps

About San Jose Conservation Corps/Youth Corps Program:

The goal of the San Jose Conservation Corps/Youth Corps Program is to provide a meaningful paid after school work opportunity for at-risk high school students in San Jose. The program includes homework assistance, service work projects, career exploration, and leadership development. In addition, Youth Corps operates a summer work program during which students complete environmental conservation work projects throughout the City of San Jose.

Youth Corps Leader:

Under the direction and guidance of a Youth Corps Program Coordinator, the Youth Corps Leader (YCL) is responsible for supervising a crew of 13 Youth Corps Members (YCMs) in the after-school and summer programs. Primary responsibilities for the after-school program include tutoring and assisting students with homework; planning service activities, environmental work projects, and field trips; and creating a supportive team environment in which YCMs can thrive. The YCL acts as a role model for YCMs, particularly in the areas of work ethic and service to one's community. As a member of a small, dynamic team, the YCL works collaboratively with other YCLs and program staff, participating in regular meetings and contributing to project and program planning. In addition, the YCL works with the SJCC or an area community-based organization to provide three hours of service, three mornings a week, in order to round out the day and this full time position.

Examples of Specific Job Responsibilities:

- Tutor and assist crew members with assigned homework, offering supplemental activities when no homework has been assigned.
- Monitor crew members' grades and communicate with teachers when necessary.
- Actively plan suitable service work projects that benefit the environment and community, helping to maintain positive relationships with community partners.
- Act as a positive role model for YCMs.
- Create a safe and positive team environment for crew, showing and fostering respect for diverse perspectives and cultures.
- Enforce YCM policies and discipline crewmembers accordingly and appropriately.
- During the summer, lead a crew of YCMs in park beautification projects such as tree planting, hedge trimming, and weeding.
- Complete all necessary paper work for hiring YCMs and submit daily crew rosters accurately and thoroughly.
- Three mornings a week (total of 9 hours), work at the SJCC Charter School or with a local community based organization.
- Complete 1700 hours of service toward an AmeriCorps education award.

Qualifications:

- At least two years of college, Bachelor's degree preferred.
- Prior experience working with youth, preferably in an education or youth development setting.
- Self-starter with good organizational and follow-through skills.
- Ability to respond appropriately when conflicts arise.
- Ability to work cooperatively in a team environment.
- Ability to set boundaries and enforce rules with youth.
- Enthusiasm for outdoor work.
- Knowledge of experiential education principles and environmental/conservation issues preferable.

Stipend: \$1,236.36/month plus education award (below)

Benefits: Education Award: eligible for FT AmeriCorps Ed Award – \$4,725, upon successful completion of 1700 hours of service.

Term of Service: Early September – Early August; Most school holidays are observed and paid as regular work days, (Winter Break/ New Years, 2 weeks; Spring Break, 1 week; etc).

Deadline: Open until Filled; Priority given to applications received before August 11, 2006.

Available: September 5, 2006 – Early August, 2007

Application Procedure: Email or fax resume and cover letter to:

Diana Whitecage

Youth Corps Program Coordinator

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Email: diana@sjcccharterschool.org

408-287-9919 ext. 15

408-287-9929 fax

Website: <http://www.sjcccharterschool.org/americorps.htm>