



**PY 20-21 Team UP AmeriCorps
San Juan BOCES Position Description**

LENA HOME Provider (Montezuma/Dolores)

Program Overview: Led by the United Way of SWCO (UWSWC), Team UP AmeriCorps places AmeriCorps members at organizations throughout Southwest Colorado to focus on improving the lives of community members, from cradle to career. Team UP has been utilizing collective impact initiatives since 2015 to collaborate across sectors and promote communication towards common goals within rural Southwest Colorado communities. Team UP AmeriCorps members provide direct service to improve outcomes in Education, Economic Opportunity & Healthy Futures. AmeriCorps is a part of the Corporation for National & Community Service, often referred to as the “domestic Peace Corps.” AmeriCorps provides opportunities to improve lives and foster civic engagement all across the country.

The San Juan Board of Cooperative Educational Services (SJ BOCES) is a publicly funded cooperative that serves eight school districts in southwest Colorado. The mission is to improve the services and supports for children and youth in our service area through collaborative initiatives. SJBOCES participates on the “Every Child Enters School Ready to Learn” Team UP Action Team. The LENA (Language ENvironment Analysis) HOME program supports this Action Team by providing a home visitation program to support families in increasing interactive talk with their children ages 0-3. LENA technology and programs are research-based, evidence-informed, and have been developed through working with thousands of children and families.

Service Position Summary: The LENA HOME Provider will engage families with evidence-based practices that support the learning and growth of children, birth to three years old. The LENA HOME Provider will serve directly with families to support their child’s language and overall brain development through increasing the adult interactive talk in the child’s environment.

Essential Functions (Primary Responsibilities): Team UP AmeriCorps members engage with their Host Site organizations to develop, implement, and enhance programs, projects, and activities that will create progress towards Team UP’s and San Juan BOCES’ goals. These duties include:

- Provide training to families to promote interactive talk and learning in the child’s environment.
 - Schedule home visits with interested and participating families
 - Deliver 13-week LENA HOME trainings to multiple families in a home, playgroup, or online setting, (four sessions of 15-20 participating families)
- Outreach to community via stakeholder meetings, communications, and presentations
- Track progress and collect data for Performance Measures and other evaluation tools
- Communicate with the regional Team UP AmeriCorps team and represent Team UP and Serve Colorado in the community and on social media
- Attend trainings and participate in Days of Service

Marginal Functions (Secondary Responsibilities): Additional tasks include:

- Participate in Every Child Enters School Ready to Learn TeamUP Action Team

- Schedule meetings and trainings with stakeholders to expand community awareness of LENA HOME
- Expand recruitment for LENA HOME participants in Montezuma and Dolores Counties
- Support replication of LENA HOME program expansion in SW Colorado region
- Maintain and monitor documentation of program data
- Create and organize curriculum and materials for the program, as well as events
- Be an active and engaged member of UWSWC, Team UP AmeriCorps, and SJ BOCES

Physical, Emotional, and intellectual Demands:

- Desire and proven ability to work with families and young children
- Comfort and effectiveness in providing training and education to families in their homes or via video conferencing platforms

Desired Qualifications:

- Ethic of national and community service, strong desire to create positive change
- Excellent communication skills. Ability to communicate effectively both verbally and in writing; computer literate
- Understanding of culturally diverse populations
- Self-motivation, ability to take initiative
- Ability to plan, coordinate with others, and organize schedule, including travel time
- Skills or experience preferred: community and volunteer organizing; early childhood development, family training experience
- High School Graduate required (GED accepted,) college graduate or comparable experience preferred
- Ability to pass a criminal history check
- Reliable transportation, proof of auto insurance if you will be transporting others in your vehicle
- U.S. Citizenship or lawful permanent resident status required
- Those who understand the importance of a rich home language environment in the first three years of life in supporting a child's overall later success, and who want to support the health and success of the children in our rural community, are encouraged to apply

Term of Service - Time Commitment: This is a Full-Time national and community service position requiring, at a minimum, a total of 1700 hours during the year (approximately 40 hours/week.) The position begins September 1, 2020 and ends August 31, 2021. Flexible hours are required, including evening and weekend commitments. Service on the following dates is required (note that Days of Service dates are subject to change):

- Sept. 3-4: Team UP AmeriCorps Member Orientation
- Sept. 8-10: Host Site Orientation
- Sept. 11th: Day of Service Event
- October TBD: State-wide AmeriCorps Member Retreat
- Jan. 18: MLK Jr. Day of Service Event
- March 31st: Cesar Chavez Day of Service Event
- Team UP AmeriCorps Quarterly Trainings in Nov, Feb, April, and June

Trainings and Support Provided: Team UP AmeriCorps members receive significant training and experience in community engagement, project implementation, leadership, diverse populations, and more. Up to 20% of total hours served may be spent in applicable, approved trainings. Members will be supervised and supported by Cayce Hamerschlag (chamerschlag@sjboces.org) as well as by Al Huckins

(alh@unitedway-swco.org), the Team UP Program Director. The PY 20-21 cohort of Team UP AmeriCorps members serving throughout the region will act as additional resources and support for each other.

Location and Service Conditions: This position is based at San Juan BOCES in Cortez and will involve service at other locations in Montezuma and Dolores Counties. Position is office-based and will involve frequent days of service in homes.

Benefits: Full-Time Team UP AmeriCorps members receive:

- A living allowance of \$17,000/year. Taxes are deducted and the living allowance is distributed twice per month by direct deposit to the member's bank account.
- Health insurance
- Child care assistance for full-time members, if eligible
- An education award of \$6,195.00 upon successful completion of term of service. It is possible to defer student loans while serving as an AmeriCorps member.
- Mileage reimbursement for travel to required trainings and days of service
- Non-tangible benefits including extensive training, valuable experience, networking, and the opportunity to serve the local community in a crucial area of need.

Diversity and Equal Opportunity: United Way values the diversity of our community. In principle and in practice the diverse nature of our board, staff, and volunteers is recognized as one of our best assets. We respect each individual's unique gifts and prohibit unfair or discriminatory practices against anyone because of age, race, color, religion, national origin, disability, gender, sexual orientation, and any other protected category.

To Apply: You can find the Team UP: LENA HOME Provider (Montezuma) position at <https://my.americorps.gov/mp/listing/viewListing.do?id=95830&fromSearch=true>. Click "Apply Now" and you will be prompted to create an account with the AmeriCorps Recruitment System. Please also email your resume and cover letter to Team UP AmeriCorps Program Director Al Huckins @ alh@unitedway-swco.org.