



**PY 22-23 Team UP AmeriCorps
Dove Creek Duo: STUD & Dove's Nest Position Description**

Youth & Family Engagement Coordinator

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, often referred to as the “domestic Peace Corps,” provides opportunities to improve lives and foster civic engagement all across the country.

STUDents Tackling Unhealthy Decisions will serve as the host site. STUD is a school based organization that operates out of Dove Creek High School. We are in our 14th year of addressing substance use/abuse in our community. The Youth & Family Engagement Coordinator will serve with two community agencies that make up Team UP’s Family Engagement Action Team (FEAT).

STUDents Tackling Unhealthy Decisions - STUD is a team of high school students that facilitate various prevention programs to the youth of the Dove Creek Community that encourages safe and healthy choices. STUD’s overall goal is to reduce the rate of underage substance use/abuse and have a safer and healthier community.

Dove’s Nest Early Care and Education Center- Dove’s Nest provides child care and early education services to children ages 2 months to 11 years. The programming encourages children to develop social-emotional skills, literacy skills, and many other life skills that are crucial to a child’s early development.

Service Position Summary: The Youth and Family Engagement Coordinator will serve with two Dove Creek agencies to promote education and engagement within the Dove Creek community. The members will implement vaping prevention programming and Sources of Strength activities/events at STUD, and take-home family curriculum at Dove’s Nest. The member will be an instrumental member of Team UP’s Family Engagement Action Team, and Youth Mental Health Action Team.

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

- Provide direct service to the youth of Dolores County
- Implement vaping awareness and educational programming, and incorporate it into existing STUD programming.

- Coordinate with health-care providers to bring in additional health-related programming.
- Implement Sources of Strength mental health programming into existing STUD programs, projects, and activities.
- Attend Sources of Strength trainings as required.
- Expand curriculum at Dove's Nest to include newsletters, take-home bags, projects, and developmental checklists and tracking. Incorporate in-person activities as Covid and staffing restrictions will allow.
- Provide direct service to children and youth ages 0-18 on prevention, knowledge-building, improvement of self-worth/esteem, and family bonding.
- Track progress and collect data for Performance Measures and other evaluation tools as required by host sites.
- Be an active member of the Family Engagement Action Team and Youth Mental Health Action Team in Dolores County.
- Communicate with the regional Team UP AmeriCorps team and represent Team UP in the community and on social media.
- Attend Team UP AmeriCorps regional trainings, cohort connection days, and Days of Service

Marginal Functions (Secondary Responsibilities): Additional tasks include:

- Active involvement in program planning and facilitation
- Increase Family Engagement at all organizations by attending parent nights, distributing information for parents, parent surveys, and connecting parents with resources
- Increase Community Awareness of the Dove's Nest program
- Attend relevant meetings/trainings for all events and programs
- Host a Team UP FEAT Facebook live event
- Be an active and engaged member of UWSWC, Team UP AmeriCorps, FEAT, and YMCHAT organizations

Physical, Emotional, and Intellectual Demands:

- Willingness to learn, adapt, and grow in a position
- Ability to serve independently, take initiative, and be motivated by the projects they are doing
- Compassion and awareness: self-awareness, awareness of cultural differences, social differences and understanding of implicit bias
- Strong commitment to justice, equity, diversity and inclusion
- Desire and ability to work with young children and families
- Ability to collaborate, communicate, and work with various community agencies
- Willingness to participate in training opportunities
- Ability to organize, plan, and implement programs for youth and families

Desired Qualifications:

- Ethic of national and community service and a strong desire to create positive change
- Ability to communicate effectively both verbally and in writing; computer literate
- High School Graduate required (GED accepted,) college graduate or equivalent work experience preferred
- Ability to pass criminal history check
- Reliable transportation & proof of auto insurance
- U.S. Citizenship or lawful permanent resident status required

- Individuals with lived experience are encouraged to apply
- Dolores County residents are encouraged to apply

Term of Service - Time Commitment: This is a Full-Time/Half-Time national and community service position requiring, at a minimum, a total of 1700/900 hours during the year (approximately 40/20 hours/week.) The position begins September 8, 2022 and ends August 31, 2023. Flexible hours are required, including occasional evening and weekend commitments. Service on the following dates is required (note that Days of Service dates are subject to change):

- Sept. 8-9: Team UP AmeriCorps Member Orientation
- Sept. 12-13: Host Site Orientation
- October TBD: State-wide AmeriCorps Member Retreat
- Jan. 16th : MLK Jr. Day of Service Event
- March/April TBD: Cesar Chavez Day of Service Event
- Team UP AmeriCorps Monthly Cohort Calls/Meetings: 2nd Tuesday of each month
- Team UP AmeriCorps Trainings (TATs): 2nd Tuesday of Nov, Feb, April, and June (all day)

Training 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 DC Duo Supervisors Kristy Chadd, STUD Director (kristybuff@hotmail.com) & Brandi Curtis, Dove's Nest Director (dovesnest96@gmail.com), as well as by Al Huckins, Team UP AmeriCorps Program Director (alh@unitedway-swco.org). The PY 22-23 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 Dove Creek High School, STUD Room, 525 North Main Street, Dove Creek, CO 81324. Occasional off site engagement and partnership activities, meetings, etc.

Benefits:

- A living allowance of approx. \$875/per pay period (twice per month) for an approx. total of \$21,000/12-month Term of Service. Taxes are deducted and the living allowance is distributed by direct deposit to the member's bank account.
- Health insurance
- Child care assistance (must meet qualifications)
- An education award of \$6,495 upon successful completion of term of service.
- It is possible to temporarily postpone repayment of qualified student loans through forbearance 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:

Step 1. Email a cover letter and resume to Team UP AmeriCorps Program Director Al Huckins @ alh@unitedway-swco.org. Be sure to indicate which position(s) you are interested in.

Step 2. Create an account on myAmeriCorps.gov and submit an application to be a [Team UP: AmeriCorps Member \(FT\)](#). **Please complete BOTH steps to apply.**

**All positions are contingent on grant funding.*