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**PY 22-23 Team UP AmeriCorps  
Pagosa Peak Open School Position Description**

## **Restorative Practices 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.

Pagosa Peak Open School (PPOS) is an intentionally small and intimate tuition-free, public charter school in Pagosa Springs, CO. Pagosa Peak Open School has chosen “Project-Based Learning” (also known as “PBL”) as its core educational model in all grade levels. The experience of thousands of teachers across all grade levels and subject areas, backed by research, confirms that PBL is an effective and enjoyable way to learn and develop deeper learning competencies required for success in college, career, and civic life.

**Service Position Summary:** The Restorative Practices Coordinator (RPC) will serve to integrate Restorative Practices (RP) and Social Emotional Learning (SEL) in the school culture. The RPC will promote many aspects of PPOS’s Multi-Tiered System of Supports (MTSS) for behavior. They will develop resources and implement programs related to all three tiers of support. In Tier 1, they will work with restorative practices and training staff to use this as a preventative and response to behaviors and conflict. In addition, they will develop the Values of a PPOS Scholar and positive behavior reinforcement programs. They will serve with Tier 2 small groups to help students build resilience and self regulation skills. This position will be an integral part of PPOS’s behavior management prevention and response team supporting students and teachers to ensure a safe and supportive classroom for learning.

**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 Pagosa Peak Open School’s goals. These duties include:

- Collaborate with PPOS’s Restorative Interventionist to analyze data to identify disparities and develop improvement plans to reduce disproportionate discipline practices
- Identify and build relationships with school, parent, and community stakeholders
- Collaborate with school staff and provide Tier 1 level of support within the Positive Behavioral Supports and Interventions framework

- Provide school-based coordination and facilitation of restorative practices for student support, using restorative tools affirmation talk, circles, and conferencing as needed, to support a positive school climate and culture
- Help develop a restorative classroom, used to support student's social and emotional needs
- Provide ongoing restorative circles for students that need intensive support
- Build the capacity of students to utilize Social-Emotional skills including restorative mindsets, mindfulness practices, and self-reflection
- Support the integration of Restorative Practices with other SEL strategies, including but not limited to: SEL skills instruction; de-escalation; trauma-informed practices; classroom community building; school-wide systems and structures; classroom management
- Attend Team UP AmeriCorps regional trainings, cohort connection days, and Days of Service

**Marginal Functions (Secondary Responsibilities):** Additional tasks include:

- May be asked to co-regulate with students 1:1

**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

**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**

**Term of Service - Time Commitment:** This is a Three-Quarter Time national and community service position requiring, at a minimum, a total of 1200 hours during the term (approximately 40 hours/week.) The position begins September 8, 2022 and ends May 31, 2023. (Note: There is the option to start in August for the right candidate.) 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 Amanda Schick, School Counselor ([aschick@ppos.co](mailto:aschick@ppos.co)), as well as by Al Huckins, Team UP AmeriCorps Program Director ([alh@unitedway-swco.org](mailto: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 Pagosa Peak Open School, 7 Parelli Way, Pagosa Springs, CO 81147. Occasional off site engagement and partnership activities, meetings, etc.

**Benefits:**

- A living allowance of up to \$875/per pay period (twice per month) for an approx. total of \$15,750/9-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 \$4564.5 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](mailto: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: Restorative Practices Coordinator](#). **Please complete BOTH steps to apply.**

*\*All positions are contingent on grant funding.*