



**PY 22-23 Team UP AmeriCorps
Cortez Recreation Center & Safe Spaces Action Team Position Description**

Safe Spaces for Youth 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.

In the spring of 2022, Team UP held a community conversation to address the learning loss with youth in our community caused by COVID-19. During the conversation, we asked the question, “what is keeping kids from engaging with peers and from succeeding academically?” From this, we heard that the biggest barrier to youth engaging and succeeding academically was youth safety, or lack thereof, which consisted of youth not feeling mentally, physically, or emotionally safe. After asset mapping and an open conversation, a few solutions were discussed such as improving and expanding pro-social activities that already exist, increasing the amount of trauma-informed and LGBTQ+ trainings, and growing positive relationships between youth and adults. The Safe Spaces Action Team was created to address the issue of youth safety and work towards some of the proposed solutions. This Action Team is made of several local organizations to help support the goal that “our community promotes an inclusive culture.” One of the organizations involved is the Cortez Recreation Center.

The Recreation Center’s vision is, “the Cortez Recreation Center is an inclusive and vibrant community hub to inspire fitness, community building and fun!” The Recreation Center team aspires to provide a high-quality experience addressing community needs for affordable fitness, fitness, aquatics and other classes, drop-in recreational programming and events, and socialization and engagement. The primary goal the team is working towards is to increase the participation of the Rec Center back to pre-pandemic levels. This will be achieved by increasing activities including classes, events and programs, and extending facility hours and aquatics programs. Serving the tween/teen demographic is one such programmatic weakness/gap we hope to close this year with the addition of the Safe Spaces for Youth Coordinator.

Service Position Summary: Based at the Cortez Recreation Center, the Safe Spaces for Youth Coordinator will dedicate a large portion of their time serving directly with the Cortez Recreation Center to further their initiatives related to youth safe spaces. Additionally, they will be an essential member of the Safe Spaces Action Team by coordinating and implementing new and current projects developed by the team and partner organizations all focused on increasing community inclusivity and safe spaces for all youth. The Safe Spaces for Youth Coordinator will serve as a trusted adult youth-oriented leader, plan, develop,

and implement programs for youth. While the primary focus will be on the tween (ages 10-15) crowd, programs, services, and events may serve a wider youth demographic. The Safe Spaces for Youth Coordinator will be based in the Cortez Recreation Center but may support other Team UP Safe Spaces for Youth Action Team initiatives, programs, and projects. Further, the coordinator may interact, engage and host programs and events with youth outside of the Recreation Center, possibly including other youth-oriented programs and facilities such as the Skate Park, Library, Outdoor Pool, schools, parks, and other similar locations.

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 the Cortez Recreation Center's goals. These duties include:

- Provide direct service to community members, with the ultimate goal of creating safe spaces for youth.
 - With the Safe Spaces Action Team projects, the member will serve all ages, both youth, and adults who interact with youth.
 - With the Rec Center, the member will primarily and directly serve youth.
- Increase community inclusivity and safe spaces for all youth through the following initiatives:
 - Improve and expand existing youth pro-social activities
 - Increase community awareness and education around safe spaces for all through trainings and other initiatives
 - Grow positive relationships between youth and adult
- At the Cortez Recreation Center:
 - Outreach with tweens/youth to gain feedback and buy-in to develop an annual youth-oriented program, events, and project plan.
 - Implement planned fun, pro-social programs, events, and projects interacting, engaging, and overseeing youth participants. During school times, service hours are needed: M-TH, after school times through facility close; F – Su, morning through the afternoon. Days off will be during the week
 - Lead and guide other part-time, seasonal staff and volunteers on youth-oriented programs.
 - Develop and facilitate youth-focused community services and recreation-supportive volunteer programs. Programs may include Recreation Leaders in Training for the Recreation Center, Recreation Programs, Parks, and Aquatics.
 - Coordinate and engage with community partners on youth programs offered through the City and partners.
- Participate in monthly Safe Spaces Action Team meetings
- Attend Team UP AmeriCorps regional trainings, cohort connection days, and Days of Service

Marginal Functions (Secondary Responsibilities): Additional tasks include:

- Participate in professional development with staff at the Cortez Recreation Center
- Serve on the Recreation Center Team, serving as the “youth” voice and providing a youth-oriented perspective.

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 Full-Time national and community service position requiring approximately 40 hours/week. The position begins immediately 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):

- TBD: Team UP AmeriCorps Member Orientation
- TBD: 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 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 the Parks and Recreation Director Creighton Wright (cwright@cortezco.gov) and Recreation Supervisor Michelle Devall, as well as by Team UP AmeriCorps Program Staff. 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 the Cortez Rec Center at 425 Roger Smith Ave. Cortez, CO 8321, but will include frequent off site engagement and partnership activities, meetings, etc. Specific hours will vary seasonally but during school times, service hours are needed Monday - Thursday after-school time through facility close. Friday - Sunday, service hours needed are morning through afternoon. Days off will be during the week.

Benefits:

- A living allowance of approx. \$875/per pay period (twice per month). 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 up to \$4,564.50 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
- **Add site-specific benefits, if applicable**

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 Coordinator Mike King @ MikeK@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: Safe Spaces for Youth Coordinator](#). **Please complete BOTH steps to apply.**