



**PY 22-23 Team UP AmeriCorps
Powerhouse Position Description**

Satellite Camp Coordinator

Program Overview: Led by the United Way of SWCO (UWSWC), Team UP AmeriCorps places AmeriCorps members at organizations throughout Southwest Colorado. Through collaborative service, Team UP AmeriCorps members develop their own professional skills and passions, expand effectiveness of southwest Colorado organizations, and ultimately support people to thrive. 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.

The Powerhouse is an all-ages interactive science center located on the banks of the Animas River in Durango, Colorado. Visitors to The Powerhouse gallery are invited to explore science, technology, engineering, arts, and math (STEAM) concepts through permanent and traveling exhibitions in a welcoming environment that nurtures curiosity, imagination, and play. The Powerhouse also plays an important role as a hub of accessible STEAM education in Southwest Colorado, bringing hands-on science education to local and regional schools, libraries, and partners.

Service Position Summary: The Satellite Camp Coordinator will be charged with running the Powerhouse’s satellite summer Camp Discovery program. Starting this summer, the Powerhouse is expanding its week-long day-camp STEM program Camp Discovery, which has previously run only in Durango, into Cortez and Pagosa Springs. This expansion aligns with a driving mission of the Powerhouse to bring quality STEAM education to the Southwest region. Camps will run in Cortez in June and in Pagosa Springs in August. The Satellite Camp Coordinator will be tasked with preparing for these camps in May and July, including finalizing registrations, purchasing and organizing supplies, and setting up classroom spaces. During the months of June and August, while the camps are running, the Satellite Camp Coordinator will be running check-in and -out, supervising camp interns, overseeing lunches, and providing classroom and facility support during the camp day.

Primary Responsibilities:

- Coordinate pilot day-camp programs in Cortez and Pagosa Springs
- Support camp educators through purchasing and organizing their supplies, providing in-classroom support, and covering lunch breaks

- Appropriately manage behavioral issues throughout the day, maintain the Powerhouse’s behavioral conduct for campers, communicate with parents should behavioral issues arise
- Manage the camp registration system, build rosters, check students in and out, ensure information is accurate and payment is confirmed
- Oversee camp lunches, may include handing out sack lunches and keeping track of students as they play
- Oversee pick-up and after care
- Supervise and support camp interns
- Assist with the care and maintenance of the facility, closing of the facility each day
- Collaborate with Camp Educators, Camp Manager, Camp Interns, and Powerhouse employees to ensure a smooth operation of this pilot program
- Track site and AmeriCorps data
- Attend Team UP AmeriCorps regional trainings, cohort connection days, and Days of Service as applicable

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
- Ability to engage with youth of all ages in a professional and safe manner

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

Term of Service - Time Commitment: This is a Quarter-Time national and community service position requiring, at a minimum, a total of 450 hours during the year (approximately 30 hours/week.) The position begins May 1, 2023 and ends August 31, 2023. Flexible hours are required, including occasional evening and weekend commitments.

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. This member will be supervised and supported by PowSci’s Education Team Member, Hannah Lewis (hannah@powsci.org), as well as by Team UP AmeriCorps’ Program Director Al Huckins (alh@unitedway-swco.org). The PY 22-23 cohort of Team UP AmeriCorps members serving throughout the region may serve as additional resources and support for each other.

Location and Service Conditions: This position is based at The Powerhouse @ 1333 Camino Del Rio,, Durango, Co 81301 but will involve travel to the Satellite Camp locations in Pagosa Springs and Cortez. Additional other off-site engagement and partnership activities may be required.

Benefits:

- A living allowance of approx. \$950/per pay period (twice per month). Taxes are deducted and the living allowance is distributed by direct deposit to the member's bank account.
- An education award of \$1,718.25 upon successful completion of term of service.
- Health Insurance
- Childcare Assistance, if qualifications are met
- 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
- Mileage reimbursement to Satellite Camp locations
- Ability to shadow other areas of the Powerhouse museum if desired (ex : gallery managing, curriculum building, fundraising and development, communications, etc.)

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: [Satellite Camp Coordinator](#). **Please complete BOTH steps to apply.**