I Have a Dream-Boulder Service Description
Notre Dame AmeriCorps Member – Pre-Collegiate AmeriCorps Member

HOST SITE: “I Have a Dream”® Foundation of Boulder County

The “I Have a Dream”/AmeriCorps partnership is collaboration between “I Have a Dream”, Notre Dame Mission Volunteers (NDMV) and the Corporation for National and Community Service (CNCS). NDMV and CNCS provide funding and program support that enable “I Have a Dream” to recruit AmeriCorps members to serve communities and youth. The “I Have a Dream” Foundation of Boulder County is a school drop-out prevention program for low-income youth seeking applicants for a full-time AmeriCorps Pre-College Coordinator position for September 1, 2017 to July 31, 2018.

AmeriCorps Members will help further our ability to deliver services to the youth in our program (“Dreamers”) and their families. In 2017, there will be ten active “I Have a Dream” classes serving over 500 Dreamers in the 1st through 12th grades, and over 100 Dreamers pursuing post-secondary education.

Service Location: Boulder is an extremely vibrant and outdoorsy city that boasts close to 70,000 acres of open space and over 90 miles of trails in a community of roughly 100,000. With over 300 days of sunshine per year, there is always something fun to do in Boulder! Amongst all the beauty and nature, Boulder’s affluent community is experiencing the largest gap between high income and high poverty in Colorado. In these hidden, low-income communities, youth are faced with tremendous obstacles to academic and life success. Serving in Boulder County with the “I Have a Dream” Foundation means providing the youth we serve with the necessary support and trusting relationships they need to close the achievement gap with their more affluent peers and complete high school prepared for higher education and a fulfilling career.

Title: AmeriCorps Member – Pre-Collegiate Coordinator

Reports to: College and Career Director

Responsibilities:

- Support high school and college Dreamers in exploring post-secondary college and career options through individual case management
- Plan and implement pre-collegiate lessons for high school students to increase knowledge of college
- Work with site staff to build post-secondary partnerships to increase college visibility and awareness
- Help implement career exploration programming, planning career days, career tours, and job shadows to encourage students to explore various career paths
- Research college and vocational scholarship opportunities for low-income youth on an ongoing basis both via computer and in person
- Develop a database of potential scholarships with sample scholarship applications plus include key contact information for schools and other scholarship providers
- Visit high school and college offices to develop a relationship with financial aid personnel and to garner scholarship ideas
• Act as a positive role model and provide personal guidance. Provide support and encouragement to Dreamers; encourage high academic standards and emotional growth. Be consistent, dependable and keep promises made to each Dreamer

• Assist in supervising and coordinating volunteer college tutors and mentors

• Collaborate with colleges and universities to develop and implement summer and weekend programming for Dreamers

• Other duties as assigned

**Stipend and Benefits:** Full-time member – responsible for 11 months of service, a **minimum** of 1,700 hours of service during the year will receive the following:

- A **living allowance** of $12,530 (pre-tax) over the course of the year
- A National Service Trust **Education Award** of $5,775 (pre-tax) after the successful completion of the term of service which can be used for post-secondary education, vocational school, graduate school, or to pay back student loans
- Level of service averages **40 hours per week**; evening and weekend service required in exchange for flexible time off
- **Health insurance** as part of the AmeriCorps health plan
- **Child care**, if eligible

**Pre-Collegiate AmeriCrops Will Primarily Work/Collaborate With:**
- College and Career Department staff and AmeriCorps
- Other AmeriCorps members and “I Have a Dream” staff
- High school and college Dreamers
- Boulder Valley School District
- St. Vrain Valley School District
- Boulder business community and organizations
- Local colleges and universities
- Other state and local community organizations

**Training Opportunities Provided:**
- Initial 2-week AmeriCorps Training / Orientation to “I Have a Dream” and NDMVA
- Leadership & Communication
- Diversity & Cultural Competency
- Motivational Interviewing
- Suicide prevention, Abuse Reporting
- Health, Wellness, Nutrition
- Literacy, Math, Tutoring, and Academic Programming Techniques
- Serving low-income, and at-risk youth
- Lesson planning & Classroom Management
- Bi-Monthly on-site AmeriCorps meetings/workshops
- Others as scheduled

**Meeting Schedule:**
- Bi-Weekly Notre Dame AmeriCorps Boulder meetings
- Bi-Monthly “I Have a Dream” Staff Meetings
- Weekly Supervisor/Site Team Meetings
- Partnering Agency meetings as scheduled

**Requirements:** To be eligible to serve as an AmeriCorps Member, one must be at least 17 years of age; be a U.S. citizen, national, or lawful permanent resident alien; and have a high school diploma or GED. NDMVA prefers that members be at least 21 years of age.
Selection Criteria: We are seeking self-motivated, compassionate applicants who enjoy working with young people and diverse individuals, including Dreamers, their families, “I Have a Dream” staff and sponsors, teachers and school administrators, and members of the community. A bachelor's degree and/or equivalent experience in education or human services, and bilingual in Spanish is preferred. A clear driving record and a vehicle are required. “I Have a Dream” is an Equal Opportunity Employer.

We will conduct the review and interview process until all positions are filled. AmeriCorps applications, resumes and references will be considered as they are received. If you are interested in applying, please submit an online application – instructions are available at www.ndmva.org. You may also contact:

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* The actual start date is dependent on annual approval of federal funding, and on the grant funding cycle, which is determined by the Corporation for National and Community Service.