

Cities In Schools AmeriCorps Member Job Description



The mission of Cities in Schools is to assist the community to help the area schools meet the critical needs of students, provide a safe, nurturing environment in which students receive mentoring and participate in literacy activities.

Our summer day camp is designed to improve reading and math skills. Our doors open at 7:30 am and close at 5:30 pm; the staff works from 7 am to 6 pm. The children rotate throughout the day to different activities. They participate in 120 minutes of literacy activities, drama, music, computers, media and physical education. We partner with Regional Food Bank to provide breakfast, lunch and an afternoon snack for every child. The role of an AmeriCorps member is to supervise, lead and facilitate age appropriate activities for the students enrolled in our program.

Supervisor: AmeriCorps Program Coordinator

Objective: To develop and foster reading fluency and comprehension skills to enable the optimum development of children, according to age, ability and aptitude.

Roles and Responsibilities

- Complete a full week of mandatory training that includes:
 - Math/Reading activities
 - Child Safety and security training
 - Classroom management
- Provide a positive educational environment that will enable youth to grow and learn.
- Manage a class of 35 students.
- Aide the literacy staff.
- Ensure the safety of each student while on campus, or during off-campus excursions.
- Lead children in art, media, and CATCH activities (physical exercise).
- Respect and adhere to the policies and procedures for Cities In Schools serving as a positive role model for youth.
- Wear Cities In Schools uniform daily.
- Reports to AmeriCorps Program Coordinator.
- Earn \$3,000 per term and a \$1,200 education award.

Everybody can be great because anybody can serve.
-Dr. Martin Luther King Jr.

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Specific Roles and Responsibilities

- Lead the Literacy Activities provided by the Literacy Coordinator.
- Follow a 30 minute rotation schedule assigned to your specific class.
- Each member will be responsible for chores.

*There are 12 different classes during summer. Each class is separated by grade level and gender.

*Pre-K is self-contained and will follow its own schedule.

Qualifications

- Interest and desire to educate and develop life skills through positive youth development, programs and activities.
- Ability to work well with children, volunteers, staff and AmeriCorps members.
- Able to provide the children and AmeriCorps members with positive encouragement and support.
- Demonstrate strong communication skills.
- Must be 17 years of age.
- Must pass a background check.
- Dependable transportation.