

AmeriCorps Member Position Description

Community Outreach AmeriCorps Member Healthy Choices Department

Member Position Summary and Purpose

One (1) full-time Community Outreach AmeriCorps Member will spend about 70% of their time enhancing programming and outreach activities for our Community Leadership Program by coordinating logistics and facilitating resident engagement for different community projects and activities. This member will also serve about 30% of their time in the Youth/Healthy Schools Program and the Family Education Program by facilitating youth education and organizing logistics for classes in schools or at the center.

Member Duties and Responsibilities

Community Leadership/Advocacy Program

- Participate in different projects of the Community Leadership and Advocacy program (such as community assessments, bicycle and walking clubs, outreach and education at neighborhood events, etc.)
- Promote and coordinate logistics for community meetings and leadership and other trainings amongst southside residents
- Assemble and administer evaluation surveys and transcribe and prepare feedback reports of events and community meetings and trainings
- Develop marketing materials (handouts, flyers, power points, etc.) to use in education, promotion and outreach activities
- Production of content for social media platform (research, videos, postings, etc) at our “*Latinos por la Salud*” Facebook page as well promote its growth (new invites, etc.)
- Coordinate logistics and analysis as well as participate in promotion of the Virtual Waking Club
- Coordinate and facilitate children activities during resident trainings or community meetings
 - Coordinate volunteers for the Community Leadership Program (recruitment, training, communications, reports, etc)
 - Conduct outreach activities in the community (e.g., schools, community centers, churches, etc.) and provide health education and resources
- Conduct survey with patients for behavior change or intent to change behavior to improve health.
- Member will avoid all prohibited activities while serving or representing AmeriCorps.

Youth/Healthy Schools Program

- Member will enhance the capacity of the Youth/Healthy Schools Program by supporting logistics during youth leadership trainings and adult health education. This can also include facilitating youth circle sessions and mentorship for youth.

Family Education Program

- Member will expand recruitment of children for programming in schools and for classes at the clinic
- Member will provide direct linguistically and culturally appropriate health education (nutrition, physical activity) to children in the family program and students in schools following established curriculum
- Member will serve in snack preparation and demonstrations during weekly sessions

Other

- Participate in team meetings and one on one meetings with Program Supervisor on a weekly basis where feedback for program improvement is welcome and encouraged
- Member will report to the Community Leadership/Advocacy Program Coordinator

Qualifications and Experience

- Be a high school graduate, GED recipient, working toward attaining a high school diploma or GED during the term of service. Members must agree to obtain either a diploma or GED before using an education award.
- 17 years old or older, no upper age limit
- Hold one of the following citizenship statuses: US citizen, US National, Lawful Permanent Resident Aliens
- Pass a National Service Criminal History Check
- Experience (or high interest) in health education, nutrition/fitness programs, public health
- Experience working or volunteering with Latino families
- Bilingual: written and oral communication skills in Spanish/English
- Ability to relate well to and communicate well with people of various ages and from diverse ethnic and cultural backgrounds
- Flexibility to work some evenings and occasionally on weekends as needed.
- Able to work accurately under pressure both independently and in a team-based environment
- Experience using Microsoft Office (Excel, Word, Power Point and Publisher)
- Knowledge of social media and video production
- Valid Wisconsin driver's license, use of an automobile, and current auto insurance

Line of Supervision

The Community Outreach AmeriCorps Member will report directly to the Community Engagement Specialist.

Application Process

Interested applicants can apply by filling out the SSCHC application by clicking the link below. For more information, please contact Erik Miller by phone at (414) 897-5609 or email erik.miller@sschc.org

Sixteenth Street Community Health Centers is an equal employment opportunity employer.

[Click here to apply!](#)