

AmeriCorps Member Position Description

Family Education AmeriCorps Member Healthy Choices Department

Member Position Summary and Purpose

One (1) full-time Family Education Program AmeriCorps Member will spend about 70% of their time enhancing programming for families by facilitating children education in nutrition, cooking and physical activity; Coordinating volunteers and the logistics of the sessions. This member will serve about 30% of their time in the Healthy Schools Program and the Community Outreach Program.

Member Duties and Responsibilities

Family Education Program

- Member will expand recruitment of children for programming
- Member will provide direct linguistically and culturally appropriate health education (nutrition, physical activity) to children during the cycles of 12 weeks family education program and the series of four weeks family cooking classes following established curriculum
- Member will serve in snack preparation and demonstrations during weekly sessions
- Member will oversee logistics for sessions (revise materials and activities, print handouts, have ready materials and cooking supplies, attendance list for each group, etc.)
- Coordinate Volunteers in the areas of recruitment; communication during sessions; prepare recognition activities and evaluation data
- Member will track patients BMI and behavioral changes and have data readily available for evaluations
- Monitor and complete Electronic Health Record (E.H.R.) Intergy Tasks and update Referrals Master-List
- Develop marketing materials (handouts, flyers, power points, etc.) to use in education and promotion of the program
- Production of content for social media platform (research, videos, postings, etc) at our “Healthy Choices” Facebook page as well promote its growth (new invites, etc.)
- Member will coordinate social media research and provide weekly education via social media, specifically in the Healthy Choices Facebook page
- 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 also includes facilitating youth circle sessions and mentorship for youth.

Community Leadership Program

- Member will 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.)
- Member will assist with children activities during resident trainings and community meetings

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 Family Education 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
- 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 Family Education AmeriCorps Member will report directly to the Family Program Coordinator.

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. Any accommodations regarding equal employment opportunities will be forwarded to the SSCHC Human Resources department.

[Click here to apply!](#)