

## **AmeriCorps Member Position Description**

### ***Healthy Schools – Youth Specialist AmeriCorps Member Healthy Choices Department***

#### **Member Position Summary and Purpose**

One (1) full-time Healthy Schools – Youth Specialist AmeriCorps Member will spend about 70% of their time enhancing the healthy living programming in schools by providing direct education in nutrition and youth leadership to students, as well as coordinating logistics for adult education classes in schools. This member will also serve about 30% of their time in the Family Education Program and the Community Leadership Program.

#### **Member Duties and Responsibilities**

##### Healthy Schools Program:

- Member will be responsible for communicating and collaborating with partner schools (administrators and teachers) to implement programming: nutrition, cooking, and physical activity (optional: gardening education) in classrooms or after school programs for students 4K-12<sup>th</sup> grade.
- Member will provide direct linguistically and culturally appropriate health education (nutrition and physical activity) to youth at the local partnering schools following established curriculum
  - Member will provide snack tasting preparation and demonstrations during class sessions
  - Member will oversee logistics for sessions (revise materials and activities, print handouts, have ready materials and cooking supplies, attendance list for each class, etc.)
- Member will enhance the capacity of the Youth Leadership Program by:
  - Recruiting youth at local schools and Milwaukee near south side neighborhoods
  - Implementing curriculum and hosting youth circles
  - Keeping track of data for program measurements
- Member will track and have data readily available for evaluations and reports
- Member will coordinate logistics for adult classes (nutrition, cooking and physical activity) at the participating schools
- Member will develop marketing materials (handouts, power points, etc.) to use in education and promotion of the program
- Member will coordinate volunteers needed for the different activities of the schools program (recruitment, training, communication, evaluation, etc.)
- 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.

##### Family Education Program:

- Member will provide direct linguistically and culturally appropriate health education (nutrition and physical activity) to youth at the family program following established curriculum
  - Member will provide snack tasting preparation and demonstrations during class sessions
  - Member will oversee logistics for sessions (revise materials and activities, print handouts, have ready materials and cooking supplies, attendance list for each class, etc.)

##### Community Advocacy 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 coordinate and facilitate children activities during resident trainings or 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 have the opportunity to research and lead trainings for the team in areas the member chooses to develop
- Member will report to the Healthy Schools 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)
- Valid Wisconsin driver's license, use of an automobile, and current auto insurance

#### **Line of Supervision**

The Healthy Schools – Youth Specialist AmeriCorps Member will report directly to the Healthy Choices 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](mailto:erik.miller@sschc.org)

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

[Click here to apply!](#)