



Position Description

Type of Position: LINKS AmeriCorps Member

Service Dates: Sept. 1, 2009 to June 15, 2010.

Length of Term: 45 hours per month for 10 months. 450 hours total.

Interviews: Applicants are interviewed & placed on an ongoing basis until positions are filled. Interviews are underway.

Application Deadline: Open until filled.

Project Title: Service Learning Program Assistant for Hunger and Homelessness (1 position)

Project Sponsor: Sunnyside Environmental School, a K-8 public school in the Portland Public School system.

Sponsoring Organization's Mission: The Sunnyside Environmental School is a community of students, educators, parents, neighbors, and alumni, working together to create a safe, nurturing, and educationally excellent learning environment for young people. We are a small urban public K-8 school drawing students from all of Portland's diverse neighborhoods. We are actively teaching and learning a holistic, integrated curriculum. Exploring themes of our many overlapping environments, students develop academic knowledge and skills while demonstrating personal and social responsibility for all living systems.

Project Location: 3421 SE Salmon St., Portland, OR, 97214.

Transportation Information: Sunnyside is located within 5 blocks of three bus lines: # 14, #15, and \$75.

Position Summary: Sunnyside Environmental School actively explores the rich relationships between the natural environmental and the social environments within which we all live. Since the school's beginning, service learning has been a central part of the school's curriculum of compassion, gratitude, and community awareness. We are looking for an individual who can strengthen the service learning program as it relates to homelessness and hunger. By providing support to the teachers and students in learning about these issues as well as taking concrete action to contribute to solutions, this person will enable the school to build a more cohesive and meaningful service learning program at all the grade levels, which will benefit the school community, the neighborhood, and partner organizations that directly provide services and relief to the homeless and hungry.

General Responsibilities (to include, but not limited to):

1. Provide logistical support for school-wide events that relate to hunger and homelessness: e.g., the Oxfam Hunger Banquet, the MLK Day of Service, food drives, Family Day at the Oregon Food Bank.
2. Work with small groups of students on regular service learning projects that occur both during the school day and after school: e.g., coordinate sandwich-making for the homeless, take a group to serve food at a nearby soup kitchen, mentor middle schoolers on organizing their individual service learning projects.
3. Provide educational support to the teachers for building reflection into the service: e.g., securing speakers from the community for the middle school morning meeting, visiting K-5 classrooms to assist with discussions, finding age-appropriate books for teachers to use in teaching about hunger and homelessness.
4. Manage the partnerships with the community organizations: e.g., Oregon Food Bank, Blanchett House, Oxfam, the Heifer Project, the dining hall at Sunnyside Methodist Church.
5. Manage school-wide publicity for these projects by creating a school-year calendar of events, posting announcements within the school and in the school kiosk, and posting weekly updates in the school email newsletter.
6. Complete and submit all necessary LINKS AmeriCorps Program paperwork and reports in a timely manner.
7. Attend and complete LINKS AmeriCorps Program orientation and enrollment session.
8. Wear an appropriate LINKS identifier and required safety gear while performing service or attending official events.

Requirements:

1. Ability to work with children.
2. Ability to work teams of teachers and with various community groups.
3. Excellent communication skills.
4. Strong computer skills.
5. Strong problem-solving skills.
6. Creativity and flexibility.
7. Ability to work in a busy environment
8. LINKS members must be at least 18 years of age at the time of enrollment in the program.
9. U.S. citizen, national or lawful permanent resident.
10. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.

11. Ability to commit to the full term of service for which they are applying.
12. Submit to a criminal history background check and National Sex Offender Registry search.
13. Regular and reliable attendance.

Preferred Qualifications:

1. Ability to effectively communicate within the school community.
2. Ability to coordinate, plan and implement community events.
3. Knowledge of issues related to hunger and homelessness.
4. Experience in outdoor education, working with youth and working with the homeless.
5. First Aid, CPR.
6. Food Handler's certificate.

Member Benefits Include:

- Upon successful completion of a term of service, eligible members receive an education award of \$1,250. The education award can be used to repay qualified student loans, for further education in an accredited institution of higher learning, vocational or for trade schools. The education award is taxed in the year that it is used.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay a portion of the accrued interest on qualified loans, which is taxable)
- Many opportunities for professional development and training. At SES, the teachers and staff meet regularly and participate in numerous trainings, conferences and events with community organizations. The member will be welcome to participate in any of these events.
- Bus passes will be provided to cover transportation costs to and from school, and on field trips.

How to apply:

Step 1 - Email your résumé to links.recruitment@esd112.org and to Sarah Taylor at shtaylor@pps.k12.or.us

Step 2 - Complete your application online at the AmeriCorps website. [AmeriCorps Application](#)

1. If you do not already have a username and password, you must create a profile. [Create A Profile](#)
2. Once you have created a profile, log in and complete an application by clicking "Applications" under the "My AmeriCorps" menu.
3. To apply to this specific position, click "Search Listings" under the "My AmeriCorps" menu and search for program name **LINKS**.
4. Select the position listing and click "Apply Now" at the bottom of the page.

Questions about the project? Contact: Sarah Taylor, Principal, 503-916-6226; shtaylor@pps.k12.or.us

Questions about AmeriCorps, LINKS or our recruitment process? Contact:

Erika Johnson

LINKS

2500 NE 65th Ave

Vancouver, WA 98661

p 360) 750-7500 x 114

f 360) 360-694-2491

links.recruitment@esd112.org

Unable to Apply On-line? Click here: <http://www.esd112.org/links/resources.html>.

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