



**AmeriCorps Member (Full Time)
Community Learning Center at Lighthouse for Children
2017 - 2018**

What is AmeriCorps?

AmeriCorps is a nationally funded service initiative implemented within local community nonprofits to address critical community needs in education, public safety, health and the environment.

What is the Community Learning Center (CLC)?

The CLC is a community space where young children and their families are supported and prioritized so they can reach their full potential. Partner agencies provide a variety of classes and activities such as nutritional classes, parent-child interaction classes, and health services and assessments so that families can build a solid foundation.

What do AmeriCorps members do at the Community Learning Center (CLC)?

Essential Functions (85%):

1. Plan and facilitate Parent-Child Interaction classes with activities to support child development and school readiness by strengthening the parent-child relationship.
2. Develop age and developmentally appropriate lesson plan that incorporates activities for parent and child to enjoy together while parents gain a better understanding of child development.
3. Modeling strategies for engaging children and supporting their development.
4. Facilitate education Playgroups and Circle Time for children whose families access services provided by partner organizations at the CLC.
5. Assist parents to complete Ages and Stages Questionnaires as a part of the CLC intake process.
6. Link children and families to necessary services and resources.
7. Assist in daily operations of the CLC (i.e. classroom cleanliness and maintenance, answering phones, training room set-up)
8. Participate in community events on behalf of and in collaboration with First 5 Fresno community outreach team.
9. Complete documentation of Service Activities as required.
10. Other duties as assigned.

Supervision and Training (15%):

1. Attend weekly individual supervision meetings with Supervisor
2. Attend monthly team meetings/team building activities
3. Attend required trainings provided by Prevent Child Abuse California, County Lead Agency and Host Site specified trainings
4. Attend additional trainings as assigned

What are the minimum requirements?

Knowledge, Skills and Abilities:

- Must be able to read, write, speak and understand the English language.
- Communicate clearly and properly both orally and in writing.
- Basic computer knowledge.
- Demonstrate organizational skills.
- Accountability in project completion.
- Ability to time-manage: takes the time to plan ahead for personal schedules in correlation with the center's schedule.
- Ability to manage multiple tasks in an efficient manner.

- Able to manage stressful situations adequately.
- Demonstrate team spirit.
- Maintain a professional and confidential work environment.
- Ability to work with diverse workgroups and serve families with diverse economic, social, racial, and cultural backgrounds.
- Knowledgeable about local community resources.
- Ability to establish and maintain personal and programmatic boundaries while providing supportive services.
- Display maturity: has strong self-awareness.
- Be willing to evaluate others and be evaluated; takes responsibility for own actions/decisions.
- Knowledge of child abuse issues, substance abuse and family dynamics.
- Knowledge of child development and behavior.
- Able to travel between sites and to offsite events.
- Availability to work evenings and weekends, as required.

Other Qualifications:

- Must be at least 18 years of age.
- Must be a U.S. citizen or lawful permanent resident.
- Clearance of fingerprint background check.
- Must possess a high school diploma or GED.
- Must possess a valid California Driver’s license, reliable transportation and auto insurance.
- Must report to service site as scheduled and agreed upon with CLC Supervisor.

What are the term requirements?

AmeriCorps members commit to serve **1,700 hours** in **12-months**. A typical term year is August to August of the following year. Members serve approximately 35 – 38 hours per week to allow for successful completion of 1,700 hours.

What are the benefits?

Educational	Monetary	Professional	If Eligible
<ul style="list-style-type: none"> • \$5,550 Segal Education Award after successful completion of service term • Current student loan deferment 	<ul style="list-style-type: none"> • Up to \$20,000 living allowance for 12-month term • Mileage Reimbursement 	<ul style="list-style-type: none"> • Skill Development Training • Career Development Training • Professional Networking • 	<ul style="list-style-type: none"> • Medical Insurance <ul style="list-style-type: none"> ○ Health ○ Vision ○ Dental • Childcare reimbursement, if income eligible

What does the application process look like?

Applicants **MUST** email or deliver their **Resume and Cover Letter** to:

First 5 Fresno County
 Attn: Monica Ramirez
 2405 Tulare Street, Suite 200
 Fresno, CA 93721
mramirez@first5fresno.org

Application Deadline: Open Until Filled