



Full-Time AmeriCorps Member Service Description 2017-2018

Breakthrough is a non-profit organization with the mission of providing a path through college for first-generation college graduates. Beginning in sixth grade, AmeriCorps members provide essential support to students who are on this path. Members provide mentoring, academic support, coaching, program planning and implementation, and other varied activities to contribute to the success of Breakthrough students. Members will receive extensive training in a variety of areas to prepare them for a rewarding and successful placement with Breakthrough. Members will have recurring access to vulnerable populations. Members are required to wear the AmeriCorps logo daily.

Qualifications

Members will have the following qualifications:

- Have a Bachelor's degree from a four-year college or university
- Be a U.S. citizen, or U.S. national or lawful permanent resident of the United States
- Have a commitment to community service and the ability to serve for the complete program year (September 2016 –August 2017)

Essential Functions

All of the following duties and responsibilities are essential position functions, though some members may have a greater responsibility for some of the functions listed.

- Act as a role model to Breakthrough students
- Communicate with students and families as needed
- Work closely with assigned Program Coordinator to provide individualized support to assigned caseload (40-50 students)
- Provide academic support services to students at the Breakthrough office or at the student's campus
- Assist in the development and implementation of after-school and Saturday programming
- Mentor students on the skills and strategies needed for success in school, including organization, time management, homework completion, and study habits
- Coach students through the high school application process, including researching schools, filling out applications, writing essays, and preparing for interviews
- Coach students through the college application process, including researching schools, filling out applications, writing essays, finding scholarships, and applying for financial aid
- Develop and implement SAT and ACT test preparation activities
- Introduce productive summer opportunities to Breakthrough students and monitor their engagement and completion
- Support Breakthrough's high-school graduates in their efforts to enroll in and graduate from college, including maintaining regular communication, designing appropriate outreach activities, and providing referrals, advice, and assistance with enrollment, transfers, persistence, and financial aid
- Aid in the planning and implementation of Breakthrough's summer programming (Middle School Summer Programs, 10th Grade Leadership Institute, College Application Kick Off)
- Participate actively in all training, professional development, civic reflection, and service activities

Knowledge, Skills, and Abilities

- Effective communication skills
- Excellent organizational and time management skills
- Ability to follow through with assigned tasks and responsibilities
- Flexibility and openness to changing roles
- Ability to work cooperatively on a team and be an active team member
- Respond well to constructive criticism and input on how to improve performance
- Effective academic support and mentoring skills
- Willingness to learn and to attend all AmeriCorps trainings
- Commitment to working with youth and to community service
- Ability to manage several concurrent issues and solve problems effectively
- Ability to complete paperwork accurately and meet deadlines
- Bilingual (Spanish) strongly preferred
- Reliable transportation (personal vehicle)required

Member Hours, Benefits, and Compensation

Full-time (year-round) members are required to accumulate 1700 hours within the service period of September 5, 2017 to August 10, 2018 with occasional Saturday or evening events. Members receive the following:

- Living Stipend (\$12,530)
- Education Award- upon completion of 1700 service hours, all members are eligible to receive an Education Award from the Corporation for National and Community Service (\$5,815)
- Optional health insurance coverage
- Non-monetary benefits (on-going support and professional development from experienced educators and non-profit leaders)

In the event of a local (e.g. County), state (e.g. Office of the Governor), or federal disaster declaration (e.g. Federal Emergency Management Agency), OneStar may request AmeriCorps members to temporarily deploy to an affected area to participate in response or recovery operations for up to 60 days. If such a situation occurs, OneStar will make every attempt to not disrupt members' primary service activities. If members are deployed at OneStar's request, service hours spent in response to that event may be counted towards the total required member hours. Members will spend no more than 120 days on disaster-related activities during a term of service without the prior consent of OneStar Foundation unless otherwise specified in the program's approved grant and program design (in the case of programs within the Disaster Services Focus Area).

To apply please visit: <http://www.nationalservice.gov/programs/amicorps/join-amicorps>

Breakthrough Austin does not discriminate on the basis of race, creed, color, national origin, ability, sex, secular preference, sexual orientation, marital status, age, political affiliation or religion, in accordance with the non-discrimination requirements of applicable statutes.